1. Council Meeting Agenda

   Documents:

   1-22-19 FINAL REGULAR AND GOAL SETTING AGENDA.PDF

2. Council Meeting Packet

   Documents:

   JANUARY 22, 2019 CITY COUNCIL PACKET.PDF

City of Ypsilanti
City Council Regular and Goal Setting Agenda
Tuesday, January 22, 2019
6:00 – 10:00 p.m.
Regular Meeting 6:00 – 7:00 p.m.
Goal Setting 7:00 – 10 p.m.
City Hall Council Chambers - 1 S. Huron Street
Ypsilanti, Michigan 48197

I. CALL TO ORDER –

II. ROLL CALL –

Council Member Brown	P A	Council Member Symanns	P A
Council Member Morgan	P A	Council Member Wilcoxen	P A
Council Member Murdock	P A	Mayor Bashert	P A
Mayor Pro-Tem Richardson	P A		

III. INVOCATION -

IV. 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."

V. INTRODUCTIONS –

VI. AGENDA APPROVAL –

VII. PRESENTATIONS -

1. Proclamation recognizing Finance Director Marilou T. Uy
2. OPEB Presentation – Kathleen Manning and Dan Colby
3. Regional Waste Authority Articles of Incorporation

VIII. AUDIENCE PARTICIPATION –

IX. REMARKS FROM THE MAYOR –

X. CONSENT AGENDA - Resolution No. 2019-009

1. Resolution No. 2019-010, approving minutes of December 18, 2018 and January 8, 2019.
2. Resolution No. 2019-011, approving appointment to Boards and Commissions
3. Resolution No. 2019-012, approving Human Resources Department budget amendment
4. Resolution No. 2019-013, banning use of single-use plastics
5. Resolution No. 2019-014, approving the proposal from Plante Moran for temporary services as necessary.

XI. REMARKS FROM THE MAYOR –

Nominations:

Board of Ethics
Brian Geiringer (new appointment)
415 Pearl Street
Ypsilanti, MI 48197

Historic District Commission
Jane Schmiedeke (reappointment)
313 High Street
Ypsilanti, MI 48198

XII. COMMUNICATIONS –

- Resolution from the Human Relations Commission
- January 15, 2019 Town Hall Notes.

XIII. GOAL SETTING SESSION -

2019/2020 Goal Setting Discussion- Professor Milner, Facilitator

XIII. REMARKS FROM THE MAYOR –

XIV. ADJOURNMENT –

Resolution No. 2019-015, adjourning City Council Regular and Goal Setting meeting

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AUTHORITY FAQ

DRAFT: 1/2/2019

What is an Authority?

A solid waste authority is a legally-recognized entity, formed by agreement of two or more municipalities to manage and operate solid waste management programs. While the enabling legislation was created for trash collection and disposal. The most common and current use focuses on recycling and landfill diversion. The proposed Washtenaw Regional Resource Management Authority (WRRMA) plans to follow that trend by focusing on landfill diversion and moving towards zero waste.

Who has been involved in the process?

Representatives from Ann Arbor Township, the City of Ann Arbor, the City of Dexter, Pittsfield Charter Township, the City of Saline, Scio Township, the City of Ypsilanti, and the Charter Township of Ypsilanti have been engaged in drafting the Articles of Incorporation.

How did this process start?

The process started grew out of regional stakeholder meetings and the 2017 Solid Waste Management Plan whereby members expressed desire for greater regional collaboration. Representatives from eight communities (above) have met monthly from May-November to discuss the vision and formation of the Authority, including the Articles of Incorporation.

What is the vision for the Authority?

The Authority's member municipalities will create the formal vision once formed and, to that end, have expressed a strong desire to increase the quantity and quality of the recycling stream first, with a desire to move closer to zero waste over the long-term.

First steps will include tracking materials to create a baseline for comparison, inserting language into contracts to allow for collective contracting (discussed below), and improving the quality and quantity of recycling streams through education and outreach. There is consensus among members to create additional drop-off stations where members could bring recycling, and potentially household hazardous waste, tires, electronics, etc. After recycling streams have been improved, the Authority will hope to attract a private partnership for the development and operation of a MRF (Materials Recovery Facility).

What are the benefits of an Authority?

Authorities may take advantage of economies of scale to improve and increase service levels, lower costs, or both. There are more than a dozen such authorities in Michigan, including WWRA (Western Washtenaw Recycling Authority), MMWA (Mid-Michigan Waste Authority), SOCRRA (South Oakland County Resource Recovery Authority), and RRRASOC (Resource Recovery and Recycling Authority of Southwest Oakland County). An authority can "stretch" dollars by eliminating duplication of educational efforts while providing a consistent message to authority residents. Collaborating and eventually aggregating the recycling streams of authority member signals to industry that the region is serious about waste diversion. In formation meetings, stakeholders agreed to start with metrics and recycling education, then move towards expanding locations for collection and processing (attracting private industry for a MRF).

Why is solid waste or materials management included in the purview of the Authority?

The Authority expects to be able to manage multiple materials to decrease the amount being landfilled and take advantage of potential costs savings.

AUTHORITY FAQ

DRAFT: 1/2/2019

Solid waste and materials management are broad terms. If the Authority is going to increase diversion through recycling from single-family residential homes, removing the recycling from the trash is a logical starting place. In order to create quality metrics, they should have the ability to manage multiple aspects of the waste stream. Additionally, by collaboratively contracting trash hauling, Authority members can opt-in to a collective bid process. By collectively bidding, there are opportunities for cost savings. By enabling optimized routes and increasing purchase power, authorities can typically achieve decreased carbon emissions and reduced hauling costs.

How does the collaborative contracting process work?
Please see the attached contracting sheet for a flow chart explaining the process.

What does it take to withdraw or leave the Authority?
If the Authority moves in a direction to which a member objects, it may withdraw. State law prescribes the process for withdrawal. In summary, an Authority member will need to adopt and file a resolution with certain language and timeframes. Members cannot leave within 60 days of the resolution being passed or within 1 year of the end date on the most recently signed contract. For example, if the Authority's most recent contract lasts 5 years, a member could leave between years 0-4.

What is the financial commitment?
Members' financial commitment to the Authority are governed by its Articles of Incorporation. In short, however, they may incur liability to the Authority by contracting with it. They may also incur liability based on activities the Authority undertakes while they're a member, many of which are activities members are already undertaking on their own (e.g., education, collecting metrics, and contracting for hauling waste).

What support is Washtenaw County providing?
Washtenaw County has provided staff support and funding through a SEMCOG grant to facilitate the authority formation process. During the first year, small contributions ($5,000 per community for 2019) will be pooled to create educational materials and create outreach activities. Washtenaw County Public Works will match the initial contribution and anticipates supporting future activities commensurate with anticipated impact. Washtenaw County has expressed a willingness to help fund capital improvements and starter capital in the near-term, but not operational capital.

The County anticipates supporting the Authority for the first two years with financial support and with administrative assistance.

How will municipalities pay for the services of an Authority?
The Authority is being created under PA 179. Unlike other acts that can form an authority, PA179 has no taxing authority. It will be funded by revenues from contracts it enters, funds provided by its members, and start-up support from the County.

How do the finances work?
In the initial year, each member will contribute $5,000, which will support administration and initial projects. Washtenaw County, through the approval of the Washtenaw County Board of Public Works, has agreed to match the initial contribution of every member (estimated at $40,000). Contributions in future years will be determined through the annual budget and reflect the scope of the Authority's undertakings. The Authority will create a budget each October and will circulate it to its members.

AUTHORITY FAQ

DRAFT: 1/2/2019

Objections received by Dec 1st will be addressed in the Authority's December meeting, prior to approval of the budget. A brief annual report will accompany the proposed budget in October.

Single expenditures greater than $5,000 for any member requires approval of the respective member's governing body.

How does the voting structure work?
Each member gets one vote. A simple majority may take routine actions. However, an at least 2/3rds (rounded up if 2/3rds isn't met) vote is required for monetary expenditures beyond routine operating costs.

What does it take to amend the articles?
It will take approval from **every** Authority board member and their respective board or council to amend the articles.

Who can be a member of the Authority?
Municipalities (cities, villages, and townships) can choose to be Members of the Authority. After the Authority is established, additional municipalities can request to become a member, but the Authority will need to decide whether or not to accept any new members. Adding a member requires amending the articles, which will require approval from every Authority member's respective legislative body. New members will also have to pay for their share of equity to "catch up." In the beginning, these costs will be minimal, if existent. Long term, these costs become prohibitively expensive, and new members are more likely to be "customers" of the Authority, for which they pay a premium relative to members of the Authority.

As Washtenaw County, universities, and non-profits are not municipalities, they may not be members of the authority. They may be customers of the Authority, contract with the Authority, and contribute to/benefit from the activities of the Authority, but they are not allowed to be a member and therefore have no voting power.

How does WWRA factor into this effort?
Authority members desire to create county wide messaging about recycling and anticipate working collaboratively with WWRA after forming.

ARTICLES OF INCORPORATION

OF THE

WASHTENAW REGIONAL RESOURCE MANAGEMENT AUTHORITY

These Articles of Incorporation ("Articles") are adopted by the Constituent Members for the defined purposes set forth herein as allowed under the provisions of Act No. 179 of the Michigan Public Acts of 1947, being MCL 123.301, et. seq. ("Enabling Law"). The Effective Date of the Articles is _______________, 2019 ("Effective Date").

ARTICLE I

Legal Name

The name of this Authority shall be, for all legal purposes, Washtenaw Regional Resource Management Authority ("WRRMA"), with a principal place of business at ____________________________, County of Washtenaw, State of Michigan.

ARTICLE II

Constituent Members

The Constituent Members of WRRMA as of the Effective Date are:

-
-
-
-
-
-
-
-
-
-

All Constituent Members as of the Effective Date are located in the County of Washtenaw, State of Michigan.

ARTICLE III

Defined Purposes of WRRMA

The purposes of WRRMA are, as of the Effective Date of these Articles, limited to the purposes set forth herein. For purposes of these Articles, "materials management" shall mean the management, including the "collection", of municipal solid waste, yard waste and recyclables.

- Coordinate the materials management activities of the Constituent Members.
- Coordinate materials management promotional materials and related outreach activities for the Constituent Members.
- Ensure clear and consistent materials management activities/opportunities for all Constituent Members.
- Ensure that there are locations and resources to provide for efficient and effective materials management capabilities for all Constituent Members.

The following shall not be an authorized purpose of WRRMA as of the Effective Date of these Articles:

- The ownership or purchase of any real property and/or any facility used, in the past or the future, for the disposal of municipal solid waste, by permit or otherwise.

ARTICLE IV

Powers of WRRMA

WRRMA shall be a body corporate with the power to sue or to be sued in any Michigan Court subject to the then applicable and controlling laws on jurisdiction and venue. WRRMA shall be comprised of the physical territory situated within the boundaries of the Constituent Members. WRRMA shall possess all the powers granted to it by these Articles, and all powers necessary to, and incidental to, carrying out the currently stated and defined purposes of WRRMA as set forth by these Articles. WRRMA shall have a corporate seal.

ARTICLE V

Definitions

As used herein, all words and phrases, unless specifically defined by law or MCL 123.311(12), shall have their plain meaning and shall be construed accordingly.

ARTICLE VI

Dissolution of WRRMA

(This provision is required under MCL 123.311(11))

WRRMA shall continue in existence until dissolved in accordance with the Enabling Law as set forth at MCL 123.311, including all definitions set forth at MCL 123.311(12).

For this Article VI, the definitions at MCL 123.311(12) shall apply as used herein and where applicable.

Unless it would cause an impairment of a WRRMA contract under MCL 123.306, WRRMA, as a "qualified authority" as defined at MCL 123.311(12)(K)), shall dissolve if the following requirements are met:

(a) The legislative bodies of 60% of the Constituent Members each adopt a resolution stating that WRRMA is no longer effectively serving the public good for which it was created and directing that WRRMA be dissolved pursuant to MCL 123.311(6)-(9); and

(b) The clerk (or equivalent) of each Constituent Member whose legislative body adopts a resolution under subdivision (1) above promptly files a certified copy of the resolution with WRRMA and the Secretary of State.

Within six (6) months after the requirements of MCL 123.311(6) are met, WRRMA shall establish a mechanism to manage and pay for environmental activities, if any, required under existing law and cease the activities described in Article III above. Within six (6) months of ceasing activities allowed under Article III, WRRMA shall settle its accounts, including, but not limited to, any vested or accrued employee benefits, employment contracts, collective bargaining agreements, and unemployment compensation, and, subject to MCL 123.311(2), shall sell all of its property, if any. In addition, WRRMA shall establish a mechanism for handling future environmental liabilities, if any. If the requirements of MCL 123.311(6) have been met and a new Authority is incorporated under MCL 123.311(10), WRRMA may agree to the assignment of contracts from WRRMA to the new Authority.

After the requirements of MCL 123.311(7) are met, WRRMA shall distribute to each Constituent Member that Constituent Member's fair share of WRRMA's remaining assets.

Upon distribution of WRRMA's assets under MCL 123.311(8), both of the following apply:

(a) WRRMA is dissolved.

(b) All liabilities of each Constituent Member and former Constituent Member of WRRMA are terminated, except for both of the following:

(i) Any environmental liabilities attributed to WRRMA to the extent that the environmental liabilities result from WRRMA's disposal of the Constituent Member's or former Constituent Member's fair share of municipal solid waste, recyclable materials or yard waste.

(ii) The Constituent Member's fair share of any obligation to reimburse WRRMA following the dissolution for liability incurred by WRRMA as a result of litigation or arbitration proceedings that were initiated before the date of dissolution, or litigation or arbitration involving a cause of action arising before the date of dissolution, if the total amount of the Constituent Member's fair share of the obligation cannot be exactly determined by the time the requirements of MCL 123.311(7) are met.

MCL 123.311(6)-(9) do not prevent the incorporation of a new Authority by some or all of the Constituent Members or former Constituent Members of an authority with respect to which the requirements of subsection (6) have been met.

ARTICLE VII

Fiscal Year

The fiscal year of WRRMA shall be January 1 – December 31.

ARTICLE VIII

The Board

The governing body of WRRMA shall be known as a Board of Trustees ("Board") which shall be comprised of one designated representative from each Constituent Member, who shall be appointed by the applicable governing body of such Constituent Member on or before the fifteenth day of December of each year, and shall serve during the next fiscal year and until his/her successor is appointed by the Constituent Member. The members of the Board shall serve without compensation but the Board, in its discretion, may authorize the payment of the actual expenditures of any Board member incurred in connection with the actual and approved business of WRRMA.

The Board shall, at its January meeting of each year, place on its Agenda the issue of "organization". At the January organizational meeting, the Board shall select a Chairperson, a Vice Chairperson and a Secretary, who shall otherwise be existing and designated members of the Board. Such officers shall serve until the January organizational meeting of the following year and/or until their respective successors shall be selected. No person shall serve as Chairperson, Vice Chairperson or Secretary after he/she ceases to be a designated member of the Board.

The governing body of each Constituent Member shall, at the time of appointing its regular representative on the Board, also appoint an alternate representative who shall have the right to act in the place of the regular representative in event of the latter's absence from any meeting of the Board, but his/her authority shall be limited to the actual business conducted at such meeting whether set forth on the agenda or not. For any other purpose, the alternate shall not be considered a member of the Board. It shall not be necessary to serve any notice of meetings upon such alternates. No appointment to the Board and no selection of an officer of the Board shall be deemed to be invalid because it was not made within or at the time specified in these Articles. Any Board member or any alternate may be removed at any time by action of the governing body of the Constituent Member which he/she represents. Any officer of WRRMA may be removed by action of the Board by a majority vote of the then Constituent Members.

ARTICLE IX

Vacancies

In the event of a vacancy on the Board, the governing body of the Constituent Member entitled to such representative shall promptly fill the vacancy for the unexpired term. In the event of a vacancy in any office of the Board, such vacancy shall be promptly filled by the Board for the unexpired term at the next regular meeting of the Board. In the case of the temporary absence or disability of any officer, the Board may appoint a qualified person to temporarily act in his/her stead except that, in the event of the temporary absence or disability of the Chairperson, the Vice Chairperson shall so act immediately.

ARTICLE X

Voting Power

Each Constituent Member shall have one vote.

ARTICLE XI

Meetings and Voting

All meetings of the Board shall comply with Michigan's Open Meetings Act, MCL 15.261, et. seq., including all future amendments to that statute. Meetings of the Board shall be held monthly at such times and places as shall be prescribed by resolution of the Board. Special meetings of the Board may be called by the Chairperson, or any three Constituent Members of the Board, by serving written notice of the time, place and purpose thereof, upon each member of the Board, personally, or by leaving it at his/her office, at least twenty-four hours prior to the time of such special Board meeting, or by depositing the same in a United States Post Office or mail box within the limits of WRRMA, at least seventy-two hours prior to the time of such special Board meeting, enclosed in a sealed envelope properly addressed to him/her at his/her home or office address, with postage fully prepaid thereon. Special meetings of the Board at which all Constituent Members are present shall be deemed to be valid even if no written notice thereof may have been given as above provided. Any Constituent Member of the Board may waive notice of any meeting either before or after the holding of that meeting. The presence of Constituent Members of the Board holding more than fifty percent of the total voting power of the entire Board shall be required for a quorum for all legal purposes.

The Board shall act on all matters before it by motion or resolution. For the passage of any motion or resolution, there shall be required the affirmative vote of a majority of the Constituent Members, except when a larger vote is required by law. For purposes of approving and expending money beyond normal operating costs, there shall be an affirmative vote of at least two-thirds (rounded up if necessary) of the Constituent Members. The Board shall have the right to adopt, from time to time, rules governing its procedures which are not in conflict with the terms of any statute or of these Articles. Board procedures shall be governed by Robert's Rules of Order, as amended from time to time. The Board shall keep minutes of its proceedings, which shall be approved and signed by the Chairperson and Secretary. All votes shall be by "Yeas" and "Nays". The minutes shall show how each Constituent Member voted and the total number of votes for and against each motion, resolution or ordinance.

ARTICLES XII

General Manager

If necessary, and at any time, the Board shall have the right to select and appoint a General Manager. Any General Manager shall be the chief administrative officer of WRRMA and shall perform all of the purely administrative functions of WRRMA, unless otherwise expressly delegated in these Articles. All such functions shall be performed in harmony with the adopted policies and direction of the Board. Any General Manager shall serve at the will and direction of the Board.

ARTICLE XIII

Finances

The Board Chairperson shall be the presiding officer of the Board. Except as provided herein, he/she shall not have any executive or administrative functions. In the absence or disability of the Chairperson, the Vice Chairperson shall perform the duties of the Chairperson. The Secretary shall be the recording officer of the Board. All monies of WRRMA shall be deposited in a bank or banks, to be designated by the Board, and all checks or other forms of withdrawal therefrom shall be signed by the Chairperson and Secretary of the Board.

ARTICLE XIV

Annual Budget Process

Each October of each fiscal year, the Board shall discuss and complete a proposed budget for the next fiscal year and provide a copy of the proposed budget to the governing body of each Constituent Member. Any objections to the proposed budget shall be provided to the Board by December 1 of each year. Any objections shall be addressed by the Board at the December Board meeting and prior to approving the proposed budget.

For the initial fiscal year, the contribution to the budget for each Constituent Member shall be $5,000.00 with an equal matching contribution by the County of $5,000.00 on behalf of each Constituent Member. The contribution in each subsequent year shall be determined by the annual budget process. Any expenditure in any fiscal year that exceeds the established contribution and is greater than $5,000.00 for any Constituent Member shall first be approved by the governing body of the Constituent Member.

ARTICLE XV

Activity Report

Each October of each fiscal year, the Board shall prepare and issue to the governing board of each Constituent Member a report of WRRMA activities.

ARTICLE XVI

Constituent Member Contracts

WRRMA, and its Constituent Members, may, from time to time, enter into a Contract or Contracts, for services performed by WRRMA, and for payment to WRRMA, by the Constituent Members. Any such Contract shall be for a period not exceeding thirty (30) years.

ARTICLE XVII

Third-Party Contracts

WRRMA shall have the power to contract with any person, firm or corporation for the performance of the work to carry out a designated purpose of WRRMA.

ARTICLE XVIII

Employment Contracts

The Board shall have the power to secure all necessary services to carry out the lawful purposes of WRRMA, and to fix the compensation of any required employees of WRRMA, and to provide benefits for the employees as determined from time to time by the Board. No officer or employee of any Constituent Member shall receive any compensation from WRRMA except as allowed for expenditures under Article VIII above.

ARTICLE XIX

Annual Audit

The Board shall cause an annual audit to be made of its financial transactions by a certified public accountant, and shall furnish, in a timely manner, a copy thereof to each Constituent Member. The annual audit shall include the details of the total liabilities of WRRMA and each Constituent Member's share of the total liability as of the date of each audit.

ARTICLE XX

Insufficient Income

If the total funds of WRRMA during any fiscal year is not sufficient to satisfy obligations that were previously presented to and approved by the WRRMA Board, then the amount of any such deficiency shall be prorated equally among the Constituent Members. Any funds required to satisfy an obligation incurred but not subject to a prior approval of the WRRMA Board shall be prorated equally among the Constituent Members after unanimous approval by the legislative body for each Constituent Member or, based on the facts of the expenditure, in another equitable manner unanimously approved by the legislative bodies of the Constituent Members.

ARTICLE XXI

Withdrawal of Constituent Members

(This provision is required under MCL 123.311(11))

For this Article XXI, the definitions at MCL 123.311(12) shall apply where applicable.

Unless its withdrawal would cause an impairment of any contract, a Constituent Member may withdraw from WRRMA if all of the following requirements are met:

(a) The legislative body of the Constituent Member adopts a resolution stating that WRRMA is no longer effectively serving the Constituent Member's needs and declaring its decision to withdraw from WRRMA on a date specified in the resolution.

(b) The withdrawal date specified in the resolution under subdivision (a) is not either of the following:

(i) Less than 60 days after the date the resolution is adopted.

(ii) Within 1 year before the termination date of WRRMA's most recently approved contract under MCL 123.305 unless the filings required by subdivision (c) (immediately below) are made more than 1 year before the specified withdrawal date.

(c) The clerk of the Constituent Member promptly files a certified copy of the resolution adopted under subdivision (a) with WRRMA and the Secretary of State.

By the withdrawal date, the withdrawing Constituent Member, at its option, either shall pay to WRRMA the amount of the withdrawing Constituent Member's fair share of the negative equity of WRRMA, if any, determined as of the withdrawal date, or shall provide WRRMA with a bond or other independent, insured guarantee that any such amount will be paid not later than 30 days after the expiration date of the authority's most recently approved contract under MCL 123.305. This provision does not relieve the withdrawing Constituent Member from either of the following:

(a) The Constituent Member's fair share of any obligation to reimburse WRRMA following the Constituent Member's withdrawal for any environmental liabilities subsequently incurred by WRRMA, to the extent that the environmental liabilities result from WRRMA's disposal of the withdrawn former Constituent Member's municipal solid waste, recyclable materials, or yard waste.

(b) The Constituent Member's payment of any money damages, owed on account of its or WRRMA's default under a contract under MCL 123.306 if the default and damages result directly and solely from the Constituent Member's withdrawal and are necessary to prevent an impairment of the contract. If 2 or more Constituent Members withdraw, they are jointly liable for damages under this provision.

(c) The Constituent Member's fair share of any obligation to reimburse WRRMA following the Constituent Member's withdrawal for liability incurred by WRRMA as a result of litigation or arbitration proceedings that were initiated before the date of withdrawal, or litigation or arbitration involving a cause of action arising before the date of withdrawal, if the total amount of the Constituent Member's fair share of the obligation cannot be exactly determined by the date of withdrawal.

At the option of WRRMA, by the withdrawal date, WRRMA shall pay to the withdrawing Constituent Member its fair share of the equity of WRRMA, determined as of the withdrawal date, or shall provide the withdrawing Constituent Member with a bond or other independent, insured guarantee that such amount will be paid no later than 30 days after the expiration date of WRRMA's most recently approved contract under MCL 123.305. If WRRMA elects to provide such a bond or other guarantee, the withdrawn former Constituent Member may direct the bonding company or guarantor at any time thereafter to pay from the bond or other guarantee any obligation or liability owed to WRRMA by the withdrawn former Constituent Member, including, but not limited to, an obligation described in MCL 123.311(4) (a) or (b).

ARTICLE XXII

Publication of Articles

These Articles shall be published once in a newspaper circulating within the WRRMA Constituent Member communities. One printed copy of such Articles of Incorporation, certified as a true copy thereof, with the date and place of publication, shall be filed with the Secretary of State and the Clerk of the County of Washtenaw, within thirty (30) days after execution has been completed.

ARTICLE XXIII

Amendment of Articles

All Amendments to these Articles require a positive vote of the legislative body of each Constituent Member and a unanimous vote of the Board. Any amendment to these Articles shall be endorsed, published and certified printed copies filed in the same manner as the original Articles, except that the filed printed copies shall be certified by the recording officer of the Authority.

ARTICLE XXIV

New Members

A municipality may become a Constituent Member of WRRMA by a positive vote of that municipality's legislative body and by an Amendment of these Articles consistent with the procedure set forth in Article XXIII above.

SIGNATURES

This page left blank intentionally.

Signatures are attached and incorporated herein.

(FOR A CITY)

____

The foregoing Articles of Incorporation were adopted by the ______________________ of ______________________________, Washtenaw County, Michigan, at a public meeting held on the ___ day of _______________________, 2019 of said ___________________ Clerk of said _____________________________.

____
Mayor of ________________________
Dated: _________________________

____
Clerk of ________________________
Dated: _________________________

(FOR A TOWNSHIP)

____

The foregoing Articles of Incorporation were adopted by the ______________________ of _____________________________, Washtenaw County, Michigan, at a public meeting held on the ___ day of _______________________, 2019 of said ___________________ Clerk of said _____________________________.

____

Supervisor of _____________________

Dated: _________________________

____

Clerk of ________________________

Dated: _________________________

JOINT GARBAGE AND RUBBISH DISPOSAL (EXCERPT)
Act 179 of 1947

123.301 Garbage and rubbish disposal and dog pound authority; incorporation by municipality.

Sec. 1. Any 2 or more cities, villages or townships, hereinafter referred to as "municipalities", or any combination thereof, may incorporate an authority for the purpose of the collection or disposal, or both, of garbage or rubbish, or both, and for the establishment and operation of a dog pound, by the adoption of articles of incorporation, by the legislative body of each such municipality. The fact of such adoption shall be endorsed on such articles of incorporation by the mayor and clerk of the city, the president and clerk of the village, or the supervisor and clerk of the township, as the case may be, in form substantially as follows:

"The foregoing articles of incorporation were adopted by the .... of the .... of ...., ... county, Michigan, at a meeting duly held on the .... day of ...., 19.... of said .... Clerk of said ...."

The authority shall be comprised of the territory within such incorporating municipalities. The articles of incorporation shall be published at least once in a newspaper designated in said articles and circulating within the authority. One printed copy of such articles of incorporation certified as a true copy by the person or persons designated therefor, with the date and place of such publication, shall be filed with each the secretary of state and the clerk of the county within which such authority or the major portion thereof is located. Such authority shall become effective at the time provided in said articles of incorporation. The validity of such incorporation shall be conclusively presumed unless questioned in a court of competent jurisdiction within 60 days after the filing of such certified copies with the secretary of state and the county clerk.

History: 1947, Act 179, Eff. Oct. 11, 1947;—CL 1948, 123.301;—Am. 1955, Act 92, Imd. Eff. June 2, 1955.

Collaborative Contracting Process

Draft materials for Washtenaw Regional Authority Formation: 10/11/2018

Authority is formed

The group decides upon common purposes and goals, Articles of Incorporation, which leads to Authority Formation

Contract Language

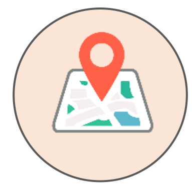
Authority members coordinate expirations and insert language which allows them to pull recycling from the contract/dictate where recycling goes

Authority Members opt in or opt out of "the BOX"

Members determine if they want to collaboratively bid once contracts align. Members who opt out neither gain nor lose any rights/powers of membership.

Service Agreement

Members seeking to collaboratively bid agree on what level of service becomes standard for their contracts.



Hauler determination. Authority contracts with hauler

Members who opted in agree upon a single hauler to contract with.

Authority Members contract with Authority

Members contract with Authority, including any nuances agreed upon in service agreements.

Resolution No. 2019-009
January 22, 2019

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

That the following items be approved:

1. Resolution No. 2019-010, approving minutes of December 18, 2018 and January 8, 2019.
2. Resolution No. 2019-011, approving appointment to Boards and Commissions
3. Resolution No. 2019-012, approving Human Resources Department budget amendment
4. Resolution No. 2019-013, banning use of single-use plastics.
5. Resolution No. 2019-014, approving the proposal from Plante Moran for temporary services as necessary.

OFFERED BY: ____

SUPPORTED BY: ____

YES: NO: ABSENT: VOTE:

Resolution No. 2019 - 010
January 22, 2019

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

THAT the minutes of December 18, 2018 and January 8, 2019 be approved.

OFFERED BY: ____

SUPPORTED BY: ____

YES: NO: ABSENT: VOTE:

CITY OF YPSILANTI
CITY COUNCIL REGULAR MEETING
CITY COUNCIL CHAMBERS - ONE SOUTH HURON ST.
YPSILANTI, MI 48197
TUESDAY, DECEMBER 18, 2018
7:00 p.m.

I. CALL TO ORDER –

The meeting was called to order at 7:02 p.m.

II. ROLL CALL –

Council Member Brown	Present	Council Member Symanns	Present
Council Member Morgan	Present	Council Member Wilcoxen	Present
Council Member Murdock	Present	Mayor Bashert	Present
Mayor Pro-Tem Richardson	Present		

III. INVOCATION –

Mayor Bashert asked all to stand for a moment of silence.

IV. 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."

V. AGENDA APPROVAL –

Council Member Morgan moved, seconded by Council Member Symanns to approve the agenda.

Mayor Bashert added Resolution No. 2018-327, authorizing $64, 000 from the YFD Capital Improvement Budget to the YFD Motorpool ($40, 000) and Turnout Gear ($24,000) accounts to cover the cost of Engine 3 and Tower 1 repairs, turnout gear and replacement of a turnout gear washer, to Section XIII, Resolutions/Motions/Discussions.

On a voice vote, the motion carried, and the agenda was approved as amended.

VI. INTRODUCTIONS –

Mayor Bashert introduced the following individuals; Non-motorized Committee Member Bob Krzewinski, Fiscal Service Director Marilou Uy, City Planner Bonnie Wessler, Community Development/DDA Director Christopher Jacobs, Economic Development Director Joe Meyers, City Attorney John Barr, City Clerk Frances McMullan, members of the Fire Department, Parks and Recreation Chair Evan Sweet, Parks and Recreation Commissioner Ashanti Harris, former Fire Chief Jim Roberts.

VII. PRESENTATIONS –

- 2018 Fire & Police actuarial valuation report - Jeff Tebeau, GRS Retirement Consulting

GRS Retirement Consulting Jeff Tebeau provided an overview of the Fire and Police actuarial valuation report.

Council Member Murdock stated the last Pension Board made a recommendation for an additional $400,000, which would result in another 1 mil. He asked what this all means in terms of funding. Mr. Tebeau responded the city has been running roughly -11% which is not sustainable, and the Board took that action to stabilize the fund.

Mayor Bashert asked what will happen as a result of the city falling under the 60% funded threshold. City Manager Darwin McClary stated that is one benchmark used to determine if the city needs to develop a plan to stabilize the fund. He added the Pension Board has reduced the timeframe for catching up on the pension system from the twenty-seven years to the twenty years, increasing the contributions by $500,000. As of July 1st Council will need to levy an additional 1 mil, making it roughly 10 mils. Ms. Bashert asked for an explanation to why this is in the best interest of the city. Mr. McClary responded that is a question for the Pension Board, although generally the shorter timeframe to close the gap the better of the pension would be. Council Member Murdock asked for the memo given to the Pension Board, the millage also pays for Other Postemployment Benefits (OPEB). He asked if that will decrease. Mr. McClary responded over the long term it would be reduced as a result of the tier two employees who would not be eligible. Mr. Murdock stated the reduction is not expected to transpire next year. Mr. McClary responded in the affirmative. Ms. Bashert asked again what the benefit is to reduce the timeframe. Mr. Tebeau replied essentially it maintains the health of the fund, and explained pension funds are long term investments. Meaning that it can be paid for now or in the future.

Council Member Wilcoxen stated the city is in this position because the number of retirees is greater than the number of employees. Mr. Tebeau responded yes, that is one of the reasons. Mr. Wilcoxen asked what will the ratio of retirees and employees be in twenty years. He asked if it is possible this would fluctuate. Mr. Tebeau responded there are many assumption made when developing this forecasts. However, the city should assume a 7% rate on average, but there will be fluctuation from year to year. The more funding going into the system can be invested in order to increase the return to rebuild the trust.

Council Member Morgan asked how many retirees will be drawing from the fund in the next ten years. Mr. Tebeau responded generally hires are done in cohorts, or recruiting classes, causing waves of retirement classes. Currently there are seventeen employees that have zero to four years of service, the remaining employees are between ten and nineteen years. Meaning Ypsilanti has a very young force and it will be some time prior to the next wave of retirements.

Council Member Wilcoxen assumed the health of this fund will allow the city to be able to recruit, and retain employees. Mr. Tebeau responded in the affirmative.

- Audit presentation - Mark Kettner and Daniel Clark, Rehmann Robson

Rehmann Robson Representatives Mark Kettner and Daniel Clark provided a presentation regarding the audit.

Council Member Morgan stated the other postemployment benefits (OPEB) liability grew $2.3 million from last year. He asked if that growth is standard. Mr. Kettner responded the OPEB Actuarial would be best suited to answer that question. Fiscal Services Director Marilou Uy responded the OPEB Actuarial will provide a presentation to Council in January. Mr. Kettner stated it is difficult to understand the trends.

Council Member Murdock stated a GASB rule mention tax abatements, and asked what exactly that would include. Mr. Kettner responded generally it would include industrial, commercial facilities, and brownfields. He added it would not include OPRAs because the city is not requiring anything from the entities it is awarded to. Mr. Murdock replied the city does require those entities do something. Mr. Kettner replied those would not be included under GASB.

VIII. AUDIENCE PARTICIPATION –

1. Bob Krzewinski, 706 Dwight, urged support for the county parks proposal to build the Border to Border Trail on Grove Rd. and Frog Island. It is a well-designed project and hopes it will have unanimous support. He added it would be nice to have snow maintenance on the trail during the winter months. He asked for the city to begin thinking about parking near trail heads, so the downtown districts do not become saturated.
2. James Roberts, 1191 Ellis, stated he is the former Fire Chief and had worked thirty-eight years for the city. He supported Lt. Ken Hobbs for promotion to the Fire Chief upon Chief Anthouard's retirement.
3. Ken Hobbs, Ypsi Firefighter, stated Council received a letter of support from the Fire Union for his appointment to the position of Fire Fighter. He read aloud that letter.
4. Jameson Schults, Ypsi Fire Department, stated it is beneficial to the pension system to increase staff. One of the contributing factors to the pension system is for employees to receive full pay. It is easier to fund investment if employees are able to pay for into the fund.
5. Lee Tooson, 107 Middle, congratulated Council Member Brown for nominating Mayor Pro-Tem Richardson for Mayor Pro-Tem. It proves she is the bigger person and he appreciates that. He encouraged the promotion of Lt. Hobbs to be the position of Fire Chief.
6. Bryan Foley, 425 Ainsworth, stated his support for Lt. Hobbs promotion to the position of Fire Chief. He added if would be a disservice to the city to not promote him.
7. Sue Melke, 330 Chidester, asked what items that were budget for were not expended. It would be great to plow the Border to Border Trail, but she still would not be able to get there if the sidewalks are not plowed.
8. Ben Joffee, 106 N. Fourth Ave, asked City Council not to end the 2018 waitlist for Medical Marihuana Facilities and continue it into 2019.

IX. REMARKS BY THE MAYOR –

- Stated per the City Charter Council does not hire the Fire Chief, and doesn't allow Council to become involved in the hiring of certain personnel.
- She thanked those for speaking in support of Lt. Hobbs and wished him luck.

  Council Member Symanns asked for clarification on the resetting of the waitlist for Medical Marihuana Facilities. City Attorney John Barr responded city staff forwarded his office the original notice that stated applications would remain sealed until a permit became available. At the end of the year the applications would be discarded and a new waitlist would begin, and he has shared that information with Mr. Joffee. Council Member Symanns asked if the waitlist would be restarted. Mr. Barr responded that is the policy of staff. Council Member Wilcoxen asked if that policy is set forth in the ordinance. Mr. Barr responded no. Mayor Bashert asked if Council would like to influence this process at this time. She encouraged Council not to influence the process set forth by staff.

- Wished everyone best of holidays no matter what this city residents celebrate, and a happy New Year.

XI. ORDINANCES – FIRST READING –

Ordinance No. 1329

1. An ordinance entitled, "Private Frontage Design for Single-Story Commercial and Large Single-Story Commercial Building Types to create an additional commercial frontage designation for Large Single Story Commercial and Single Story Commercial building types in the form-based districts, called Thoroughfare Commercial, numbered 122-485.

   A. Resolution No. 2018-313, determination

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, the City has an interest in protecting the walkability and health of the community; and

WHEREAS, the City has an interest in promoting and supporting local businesses and their growth; and

WHEREAS, Planning Commission has found that the strict requirements of §122-484 to be not well-suited to certain locations; and

WHEREAS, the Planning Commission has recommended the City Council adopt the proposed ordinance change that would provide flexibility;

NOW THEREFORE BE IT RESOLVED THAT the Ypsilanti City Council approve the ordinance entitled Private Frontage Design for Single Story Commercial and Large Single-Story Commercial building types.

OFFERED BY: Council Member Symanns
SECONDED BY: Council Member Wilcoxen

City Planner Bonnie Wessler provided an overview to why this is being submitted for approval.

Mayor Pro-Tem Richardson asked for clarification of what is being asked of Council to approve. Ms. Wessler responded this would not require any existing frontages to be changed, this would only be for future developments. The purpose for having both windows and entrances on the front of buildings is to encourage walkability. Ms. Richardson asked if this would require building owners to change their frontage. Ms. Wessler responded no, this would only be for new construction, rebuilds, or expansion.

Council Member Symanns asked if this would apply to residential buildings. Ms. Wessler responded no, and explained it will only mostly apply to single story large building types. The ordinances is also designed to allow, based on certain requirements, a building to not need to abide by these standards.

Council Member Morgan asked if there are any incentives for existing buildings to make these changes, to be in line with the Master Plan. Ms. Wessler responded no, but their buildings would be non-conforming which would add pressure.

B. Open public hearing

1. Sue Melke, 330 Chidester #409, stated this reminds her of the Family Dollar development. The structure was built with windows along the front of the building, but then were covered with signs. This ordinance would not create walkability in the city.
2. Frank Stanton, 19 S. Grove, stated there is an incredible amount of garbage outside of the Family Dollar. He stated he received a ticket for putting his garbage out to early. He proposed a program called Coffee with the Mayor.

   Mayor Bashert stated she has monthly office hours and is more than happy to meet with Mr. Stanton.

C. Resolution No. 2018-314, close public hearing

That the Public Hearing for An ordinance entitled, "Private Frontage Design for Single-Story Commercial and Large Single-Story Commercial Building Types to create an

additional commercial frontage designation for Large Single Story Commercial and Single Story Commercial building types in the form-based districts, called Thoroughfare Commercial, numbered 122-485 be officially closed.

OFFERED BY: Council Member Symanns
SECONDED BY: Council Member Morgan

On a voice vote, the motion carried, and the public hearing was closed.

Council Member Symanns stated this ordinance would be a minimal change for small sections of the city. She voiced her support for the adoption of the ordinance.

Council Member Wilcoxen stated this ordinance amendment came about after two buildings applied for variances. The changes being proposed will not create additional walkability in the city. Having windows on the front side of the building provide the possibility of being able to see out and in of the building. What the building owner does with the windows after is not the point of the ordinance.

On a roll call, the vote to approve Resolution No. 2018-313 was as follows:

Council Member Brown	Yes	Council Member Symanns	Yes
Council Member Morgan	Yes	Mayor Bashert	Yes
Council Member Murdock	Yes	Council Member Wilcoxen	Yes
Mayor Pro-Tem Richardson	Yes		

VOTE:

YES: 7 NO: 0 ABSENT: 0 VOTE: Carried

Ordinance No. 1330

2. An ordinance to permit accessory structures in the form-based districts (CN, CN-Mid, CN-SF, etc) to be a maximum of 25' in height or to match the height of the primary structure, whichever is lesser.

   A. Resolution No. 2018-315, determination

   RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

   WHEREAS, the City has an interest in protecting the historic fabric of the community and in providing housing opportunities for its residents; and

   WHEREAS, two-story outbuildings were common historically prior to the dominance of the automobile; and

   WHEREAS, two-story outbuildings are well-situated to accommodate accessory dwelling units; and

   WHEREAS, the Planning Commission has recommended the City Council adopt the proposed ordinance change;

   NOW THEREFORE BE IT RESOLVED THAT the Ypsilanti City Council approve the ordinance entitled Accessory Building Height Increase in the Form-Based Districts.

OFFERED BY: Mayor Pro-Tem Richardson
SECONDED BY: Council Member Symanns

Ms. Wessler provided an overview to why this has been submitted for approval.

Council Member Symanns asked what zoning district this would effect. Ms. Wessler replied they are residential neighborhoods, but they are toward the center of the city. Ms. Symanns stated the downtown neighborhoods. Ms. Wessler responded in the affirmative.

Mayor Pro-Tem Richardson stated there was an issue in Ward 2 when a property owner built a very large accessory structure creating problems for the neighbors. She asked if approving this will allow for that same type of scenario to occur. Ms. Wessler responded this would not change those regulations, however, it would permit accessory buildings to be taller. She added that the primary structure must be two stories in order to add a second story to the accessory structure.

Council Member Symanns stated this would allow residents in the downtown district to build a higher structure, yet stay with the character of the neighborhood. Ms. Wessler responded in the affirmative.

Council Member Murdock stated this will only apply to districts that allow Accessory Dwelling Unit (ADU). The height will apply to all districts, but only districts that allow ADUs will be able to build one.

Council Member Morgan asked when a property owner builds an accessory structure, or increases the size of an accessory structure will it affect the taxable value of properties around it. Ms. Wessler responded she is not qualified to answer that question.

Council Member Wilcoxen asked if square footage is a factor in this ordinance amendment. Ms. Wessler responded an accessory building's square footage is set by the size of the lot it sits.

Mayor Pro-Tem Richardson asked if a property owner wanted to build a structure that is larger than the primary structure it could. Ms. Wessler responded the accessory structure would not be able to be higher than the primary structure. Ms. Richardson asked if the width could be greater. Ms. Wessler responded yes, in theory, and that would not be a change from the existing circumstances.

B. Open public hearing

1. George Estabrook, 720 N River, stated he is the reason this is being discussed. He does not have a garage on his property and was interested in building one, and considered building housing in that structure. He added this proposition was more in line with what occurred historically in that area of the city.

C. Resolution No. 2018-316, close public hearing

That the Public Hearing for An ordinance to permit accessory structures in the form-based districts (CN, CN-Mid, CN-SF, etc) to be a maximum of 25' in height or to match the height of the primary structure, whichever is lesser be officially closed.

OFFERED BY: Mayor Pro-Tem Richardson
SECONDED BY: Council Member Wilcoxen

On a voice vote, the motion carried, and the public hearing was closed.

Council Member Wilcoxen stated he is in favor of the passage of this ordinance. He said beyond housing accessory space can be used for studios and other activities.

On a roll call, the vote to approve Resolution No. 2018-316 was as follows:

Council Member Brown	Yes	Council Member Symanns	Yes
Council Member Morgan	No	Mayor Bashert	Yes
Council Member Murdock	Yes	Council Member Wilcoxen	Yes
Mayor Pro-Tem Richardson	Yes		

VOTE:

YES: 6 NO: 1 (Morgan) ABSENT: 0 VOTE: Carried

XII. CONSENT AGENDA – Resolution No. 2018-317

1. Resolution No. 2018-318, approving minutes December 3, 2018.

   RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:
   THAT the minutes of December 3, 2018 be approved.

2. Resolution No. 2018-319, approving appointment to Boards and Commissions.

   RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

   THAT, the following individuals be appointed to the City of Ypsilanti Boards and Commissions as indicated below:

NAME	BOARD	EXPIRATION
Heidi Franknehauser (reappointment) 810 N. Congress Ypsilanti, MI 48197	**Housing Commission**	**12/18/2023**
Tom Roach (new appointment) 912 Pearl St. Ypsilanti, MI 48197	**ZBA**	**5/1/2021**
Jason Ringholz (new appointment) 1219 Westmoorland Ypsilanti, MI 48197	**ZBA**	**5/1/2021**

OFFERED BY: Council Member Wilcoxen
SECONDED BY: Council Member Morgan

On a voice vote, the motion carried, and the consent agenda was approved.

XIII. RESOLUTIONS/MOTIONS/DISCUSSIONS –

1. Resolution No. 2018-320, approving partnership agreement with the Washtenaw County Parks and Recreation Commission for the Border to Border Trail and authorizing an expenditure of $20,000 from the Parks and Recreation Capital Fund.

   RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

   WHEREAS, the Border to Border Trail is an important recreational asset to the City; and

WHEREAS, the Border to Border Trail is a project championed by the Washtenaw County Parks and Recreation Commission; and

WHEREAS, the Washtenaw County Parks and Recreation Commission desires to improve significant portions of the Border to Border Trail in partnership with the City; and

NOW THEREFORE BE IT RESOLVED that the Ypsilanti City Council approves as to form the attached partnership agreement with the Washtenaw County Parks and Recreation Commission, subject to all proper legal review; and

BE IT FURTHER RESOLVED that the Ypsilanti City Council authorizes the requested $20,000 expenditure to be drawn from monies set aside for non-motorized projects in the Local Streets Fund established for FY 2018/19.

OFFERED BY: Council Member Murdock
SECONDED BY: Council Member Brown

Ms. Wessler provided an overview to why this resolution has been submitted for approval.

Council Member Murdock stated filling in the gaps of the trail have been discussed for an awful long time. He asked who would sign the contract. City Attorney John Barr responded the Mayor and City Clerk. Mr. Murdock stated he does have question about the source of funding proposed. He explained the city has designated $50,000 a year from the Local Street Fund for non-motorized projects and this project would be eligible. He would prefer to maintain the park capital fund intact for the projects outlined in a previous meeting.

Council Member Murdock moved, seconded by Mayor Pro-Tem Richardson to amend the resolution to have the $20,000 expenditure to be drawn from monies set aside for non-motorized projects in the Local Streets Fund established for FY 2018/19.

Mayor Bashert asked from what line item staff was thinking these funds would come. City Manager stated there are funds set aside for park capital improvements, but Council Member Murdock is referring to the Act 51 Funds the city must allocate each year.

On a roll call, the vote to amend Resolution No. 2018-320 was as follows:

Council Member Brown	Yes	Council Member Symanns	Yes
Council Member Morgan	Yes	Mayor Bashert	Yes
Council Member Murdock	Yes	Council Member Wilcoxen	Yes
Mayor Pro-Tem Richardson	Yes		

VOTE:

YES:	7	NO:	0	ABSENT:	0	VOTE:	Carried

Council Member Morgan stated if the connections are made to the trail does the city have a plan in place to ensure the trail is maintained. Ms. Wessler replied she would have to defer to the Department of Public Services.

Mayor Bashert stated this is a great opportunity for the city and the Border to Border Trail. She is very pleased to have this opportunity and she will be supporting it.

On a roll call, the vote to approve Resolution No. 2018-320 as amended was as follows:

Council Member Brown	Yes	Council Member Symanns	Yes
Council Member Morgan	Yes	Mayor Bashert	Yes
Council Member Murdock	Yes	Council Member Wilcoxen	Yes
Mayor Pro-Tem Richardson	Yes		

VOTE:

YES: 7 NO: 0 ABSENT: 0 VOTE: Carried

2. ~~Resolution No. 2018-321, approving contract with Michigan Office Supply (MOS) for managed print services.~~ **(Removed)**

3. ~~Resolution No. 2018-322, awarding contract to A&R Cement and Construction for the grate project and authorizing additional funding of $7,686 to cover the cost of the project.~~ **(Removed)**

4. Resolution No. 2018-325, supporting increase in funding for the Fire Protection Grant Program and Supporting House Bill 6348. **(added)**

Resolution Supporting Full Funding for the State Fire Protection Mandate

Whereas, Public Act 289 provide for payments to municipalities for fire protection services received by state facilities, and

Whereas, The City of Ypsilanti provides 100% of the funding and resources for the required training, education, and apparatus to provide fire protection and fire education for Eastern Michigan University and its population; and

Whereas, The amount due to municipalities shall be determined by dividing the estimated equalized value of the state facilities located in the municipality by the sum of the state equalized valuation of the municipality and the estimated equalized value of the facilities, and multiplying the result by the fire protection expenditures of the municipality; and

Whereas, the protection of these assets is a statutory duty recognized by the law of the State Act 289, and it is a duty which should be paid first, before new programs or enhancements of discretionary programs are considered; and

Whereas; the intent of this Act has never been met since its conception in 1977, and Whereas, Eastern Michigan University occupies 25% of Ypsilanti and its student population exceeds the City's population; and

Whereas, Eastern Michigan asset and the expense of protecting that asset should be fully borne by the State.

Whereas, the State's reliance on local communities to fund the State's shortfall is in essence an unfunded mandate; and

Whereas, full funding of Fire Protection Grants could be accomplished with little impact on the State's total budget.

Now, therefore be it resolved, that the Ypsilanti City Council encourages support to increase funding to the Fire Protection Grant Program and Supports House Bill 6348. Be it further resolved, that the City of Ypsilanti supports any and all amendments to HB 6348 that may be considered currently or in the future to increase funding for this important program.

Be it further resolved, that the City Clerk forward certified copies of the approved resolution to Governor Snyder, State Senator Warren, and State Representative Peterson, State Representative Jeff Irwin, Senator Yousef Rabhi, and Consultant Kirk Profit.

OFFERED BY: Council Member Brown
SECONDED BY: Council Member Wilcoxen

Mayor Bashert explained why this resolution is being submitted for approval.

Mayor Pro-Tem Richardson moved, seconded by Council Member Symanns that this resolution be amended to include the names of all Council Members.

On a roll call, the vote to amend Resolution No. 2018-325 was as follows:

Council Member Brown	Yes	Council Member Symanns	Yes
Council Member Morgan	Yes	Mayor Bashert	Yes
Council Member Murdock	Yes	Council Member Wilcoxen	Yes
Mayor Pro-Tem Richardson	Yes		

VOTE:

YES:	7	NO:	0	ABSENT:	0	VOTE:	Carried

Council Member Murdock moved a friendly amendment add Kirk Profit, Representative Yousef Rabhi, and Senator Elect Jeff Irwin.

Mayor Pro-Tem Richardson stated when the city is fully reimbursed the public safety millage funds be replaced. She asked if those funds could be used for the pension fund. Mr. Barr responded in the affirmative. Council Member Murdock agreed, but it would be a first.

On a roll call, the vote to approve Resolution No. 2018-325 was as follows:

Council Member Brown	Yes	Council Member Symanns	Yes
Council Member Morgan	Yes	Mayor Bashert	Yes
Council Member Murdock	Yes	Council Member Wilcoxen	Yes
Mayor Pro-Tem Richardson	Yes		

VOTE:

YES:	7	NO:	0	ABSENT:	0	VOTE:	Carried

5. Discussion of Property Disposition and Neighborhood Enterprise Zone Programs.

Community Development/Downtown Development Director Christopher Jacobs provided a synopsis of the NEZ and Property Disposition Programs.

Mayor Pro-Tem Richardson asked how many lots are remaining in the Property Disposition Program. Mr. Jacobs responded only one, 314 Parsons.

Council Member Murdock asked if the two Neighborhood Enterprise Zone projects were on city owned lots. Economic Development Director Joe Meyers responded the project on Madison was. Mayor Pro-Tem Richardson added the owner of the Franklin Property came to Council. She stated it is her understanding those that purchase the lots under this program are required to live on the property. She asked if that is still the case. Mr. Meyers replied that provision has not been changed, and added there is a deed restriction on the lot. Ms. Richardson asked if structures will be built on the other lots that have been sold. Mr. Meyers replied in the affirmative, and explained if the owner were to sell it the deed restriction stays with the property. Ms. Richardson stated it was her understanding the person who bought the lot could not sell it, and they would be required to live there. Mr. Meyers replied the properties can be sold, but if there is a structure on the property it must be owner occupied.

Council Member Murdock asked if the two NEZ homes are occupied. Mr. Meyers responded in the affirmative. Mr. Murdock asked if the city is aware of what happened to all of the lots sold through the Property Disposition Policy. Mr. Meyers responded in the affirmative and staff is in contact with several of the owners to use the NEZ to build a home.

6. Resolution No. 2018-326, establishing the dates and times for the conduct of the City Council's Fiscal Year 2019-20 goal setting and budget prioritization work sessions. **(added)**

   RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

   WHEREAS, the City of Ypsilanti FY 2019-20 budget preparation process will commence in December 2018; and

   WHEREAS, it is necessary to adopt a budget preparation schedule to assist in maintaining an appropriate schedule to ensure that all tasks related to the preparation and adoption of the budget are completed timely and in compliance with city charter and state law; and

   WHEREAS, it is also necessary for the city council to schedule its 2019-20 goal setting and budget priority work sessions;

   NOW THEREFORE BE IT RESOLVED BY THE CITY OF YPSILANTI that the city council does hereby adopt the FY 2019-20 Budget Preparation Calendar as prepared and presented by the City Manager; and

   BE IT FURTHER RESOLVED that the city council does hereby establish the following dates and times for the conduct of the city council's FY 2019-20 goal setting and budget prioritization work sessions.

OFFERED BY: Council Member Morgan
SECONDED BY: Council Member Symanns

Mayor Bashert asked if it is possible to decide the Goal Setting Dates based on an online poll. Mr. McClary responded in the affirmative.

Council Member Symanns asked if the goal is to hold two Goal Setting sessions. Mayor Bashert responded it is an overarching process; goal setting begins in January and March and April Council begins to make its budgetary decisions.

On a roll call, the vote to approve Resolution No. 2018-326 was as follows:

Council Member Brown	Yes	Council Member Symanns	Yes
Council Member Morgan	Yes	Mayor Bashert	Yes
Council Member Murdock	Yes	Council Member Wilcoxen	Yes
Mayor Pro-Tem Richardson	Yes		

VOTE:

YES:	7	NO:	0	ABSENT:	0	VOTE:	Carried

7. Resolution No. 2018-327, authorizing $64,000 from the YFD Capital Improvement Budget to the YFD Motorpool ($40, 000) and Turnout Gear ($24,000) accounts to cover the cost of Engine 3 and Tower 1 repairs, turnout gear and replacement of a turnout gear washer. **(added)**

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, the YFD has insufficient funds in the Motorpool account, line item 641-7-9340-818-00 to cover the cost of Engine 3 and Tower 1 repairs. Line item 641-7-9340-818-00 is currently $12,783 underfunded; and

WHEREAS, the YFD has insufficient funds in the Turnout Gear account 101-7-3390-768-03 to cover the cost of 4 sets of turnout gear and the replacement of a turnout gear washer. This line item is currently $3,655 over budget; and

WHEREAS, a total of $64, 000 is being requested to cover the expenses for Engine 3 and Tower 1 repairs, turnout gear and replacement of a turnout gear washer. The funds to cover these expenses will come from the $90, 000 YFD Capital Improvement Budget, line item 414-7-3070-818-00.

NOW THEREFORE BE IT RESOLVED THAT the Ypsilanti City Council authorize $64, 000 from the YFD Capital Improvement Budget to the YFD Motorpool ($40,000) and Turnout Gear ($24,000) accounts to cover the cost of Engine 3 and Tower 1 repairs, turnout gear and replacement of a turnout gear washer.

OFFERED BY: Council Member Morgan
SECONDED BY: Mayor Pro-Tem Richardson

Mr. McClary provided an overview to why this has been submitted for approval.

On a roll call, the vote to approve Resolution No. 2018-327 was as follows:

Council Member Brown	Yes	Council Member Symanns	Yes
Council Member Morgan	Yes	Mayor Bashert	Yes
Council Member Murdock	Yes	Council Member Wilcoxen	Yes
Mayor Pro-Tem Richardson	Yes		

VOTE:

YES:	7	NO:	0	ABSENT:	0	VOTE:	Carried

XIV. LIAISON REPORTS –

A. SEMCOG Update - None
B. Washtenaw Area Transportation Study – None. Council Member Murdock stated he would like to continue to serve as the city representative, but will need an alternate. Mr. Murdock stated Council Member Symanns has expressed interest. Mayor Bashert encouraged Council Member Symanns to begin attending meetings.
C. Urban County - None
D. Ypsilanti Downtown Development Authority – None
E. Ypsilanti Youth Safety Collaboration – Council Member Morgan stated after reviewing the state of this group he believes it should be reconstituted.
F. Friends of Rutherford Pool - None
G. Housing Equity Leadership Team - None

XV. COUNCIL PROPOSED BUSINESS –

Richardson

- Asked for a report on staff diversity and how it matches the city's demographics.

  Mr. McClary responded the report was provided some time ago by the Human Resources Director. Mayor Pro-Tem Richardson stated she has not received it. Mr. McClary stated he would resend the report.

- Stated in the past there have been issues with policing in this city. At one point the city had a community policing program that worked very effectively. At some point the Chief and Deputy Chief of Police were no longer in favor of community policing and the program ceased. The current Chief is also not sold on community policing. She has been told that community policing cost money and Ypsilanti does not have the funding to provide that service. She explained community policing is a state of heart and mind, it does not matter how much money the department has if the heart and mind are not behind the program.

- There will be a screening of "Walking While Black" at Mt. Olive Church at 436 Hawkins on Thursday, December 15th at 6:00 p.m. She invited Council to attend.

Murdock

- Asked if the lights in Recreation Park have been fixed.

  Council Member Wilcoxen responded they had not.

- He asked if the SAFER Grant can be used to fund the city's portion of the pension costs.

  Fire Chief Max Anthouard responded in the affirmative.

- There have been a lot of complaints regarding the condition of the city alleys. He asked if there is something that can be done to remedy that.

- Asked for an update regarding the development of 220 N Park. He mentioned the developer was scheduled to provide a proposal some time in December. He asked if the city had received anything.

  Mr. Meyers responded the city has not heard from the developer in some time. He has sent an email asking for an update, and has not received one. He should be providing an update by the first of the year.

- There has been an increase in gun violence over the last six months. He expects most of the guns are illegal and asked what can be done to crack down on illegal guns.

Council Member Symanns moved, seconded by Council Member Morgan to extend the meeting until 11:00 p.m.

On a voice vote, the motion carried, and the meeting was extended.

Symanns

- Council Member Symanns stated it might not be the case that the guns used in violent activity are illegal.

- The majority of her police career has involved in community policing. She agreed community policing can be a state of mind and heart, but when a force is going from call to call there is little to support that program. It will be a challenge to implement a program until the department has increased staff levels.

- She encouraged all that would like to understand policing more to go on a ride along, or possibly a citizen's police academy.

Brown

- Mentioned the gun lock program and asked for an update for that program.
-

XVI. COMMUNICATIONS FROM THE MAYOR –

Nomination - **Added**

Downtown Development Authority
Jennifer Eastridge
1144 Roosevelt
Ypsilanti, MI 48197

- Roughly 240 Recycling Cards have been distributed. Around 60% of the cards were for Ward 2, 25% were from Ward 3, and 15% from Ward 1. She encouraged Council to take leadership of promoting this program in their Wards.

- There has been discussion about the concerns of the homeless population in this community. She will be participating in the overnight count, which is a nationwide effort. She expects by the end of the night she will understand the homeless issue in this community.

- She encouraged Council to attend the dedication of the universal play structure in Riverside Park.

- Ypsilanti is a Bee City and has just renewed its membership in 'Bee City'.

Council Member Murdock stated he recently read a report stating the homeless issue is increasing. Mayor Bashert agreed.

XVII. COMMUNICATIONS FROM THE CITY MANAGER –

XVIII. COMMUNICATIONS –

XIX. AUDIENCE PARTICIPATION –

1. Sue Melke, 330 Chidester #409, stated she specifically asked the Police Advisory Commission to attend a showing of Walking While Black. She asked when Council's email addresses will be fixed.

2. Ben Joffee recommend reviewing the policy about restarting the waitlist for the medical. He believes the city is not enforcing the city ordinance.

XX. REMARKS FROM THE MAYOR –

X. CLOSED SESSION –

Resolution No. 2018-323, convening into closed session to discuss collective bargaining strategies pursuant to Section 8(c) of the Michigan Open Meetings Act, Public Act 267 of 1976, being MCL 15.268(c), for the purpose of strategy session connected with the negotiation of the IAFF contract.

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, the collective bargaining agreement for the city's IAFF bargaining unit expired on June 30, 2017; and

WHEREAS, it is necessary for the City Council and city administration to meet and confer periodically in closed session on collective bargaining strategy;

NOW THEREFORE BE IT RESOLVED BY THE CITY OF YPSILANTI that the City Council does hereby approve convening into closed session pursuant to Section 8(c) of the Michigan Open Meetings Act, Public Act 267 of 1976, being MCL 15.268(c), for the purpose of strategy session connected with the negotiation of the IAFF contract.

OFFERED BY: Council Member Wilcoxen
SECONDED BY: Mayor Pro-Tem Richardson

On a roll call, the vote to adjourn to Closed Session was as follows:

Council Member Brown	Yes	Council Member Symanns	Yes
Council Member Morgan	Yes	Mayor Bashert	Yes
Council Member Murdock	Yes	Council Member Wilcoxen	Yes
Mayor Pro-Tem Richardson	Yes		

VOTE:

YES: 7 NO: 0 ABSENT: 0 VOTE: Carried

XXI. ADJOURNMENT –

Resolution No. 2018-324, adjourning the City Council meeting.

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: Council Member Wilcoxen
SECONDED BY: Mayor Pro-Tem Richardson

One a voice vote, the motion carried, and the meeting adjourned at 10:08 p.m.

Draft

CITY OF YPSILANTI
CITY COUNCIL REGULAR MEETING
CITY COUNCIL CHAMBERS - ONE SOUTH HURON ST.
YPSILANTI, MI 48197
TUESDAY, JANUARY 8, 2019
7:00 p.m.

I. CALL TO ORDER –

The meeting was called to order at 7:00 p.m.

II. ROLL CALL –

Council Member Brown		Present	Council Member Symanns	Present
Council Member Morgan		Present	Council Member Wilcoxen	Present
Council Member Murdock		Absent	Mayor Bashert	Present
Mayor Pro-Tem Richardson	(7:04)	Present		

Council Member Brown moved, seconded by Council Member Morgan to excuse the absence of Council Member Murdock.

On a voice vote, the motion carried, and the absence was excused.

III. INVOCATION –

Mayor Bashert asked all to stand for a moment of silence.

IV. 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."

V. AGENDA APPROVAL –

Council Member Wilcoxen moved, seconded by Council Member Morgan to approve the agenda.

On a voice vote, the motion carried, and the agenda was approved.

VI. INTRODUCTIONS –

Mayor Bashert introduced the following individuals; City Clerk Frances McMullan, City Attorney John Barr, City Manager Darwin McClary, City Planner Bonnie Wessler, and Police Advisory Commission Sue Melke.

VII. PRESENTATIONS –

~~Regional Waste Authority Articles of Incorporation.~~ **(Removed)**

VIII. AUDIENCE PARTICIPATION –

1. Kelly Gray, 528 Greenlawn, stated she received a parking ticket with a fine of $62.58, which she was told needs to be paid in order to appeal the ticket. She added the Residential Parking Signs posted are very small and difficult to read. She does not believe she is responsible for the ticket.

IX. REMARKS BY THE MAYOR –

— Asked if a person must pay the citation in order to appeal a ticket.

City Clerk Frances McMullan replied that is not the city's procedure. Ms. Gray stated that is what she was told by the court. Mayor Bashert stated the complaint is not relevant to the city procedure. Ms. McMullan responded in the affirmative, and explained the city sends all appeals to the court. She asked if the appeal was for the decision made by the court. Ms. Gray responded in the affirmative. Ms. Bashert informed Ms. Gray the court is outside the purview of the city. City Manager McClary asked if Ms. Gray had spoken with the Chief Judge at the District Court. Ms. Gray responded her understanding is that is what she would need to pay to do. Mr. McClary replied the Chief Judge can address the administrative concerns.

Mayor Pro-Tem Richardson asked what court heard her case. Ms. Gray responded the court on Michigan Ave. Ms. Richardson stated when she had a ticket she appealed it and was not required to pay at the time. Ms. Gray replied she would like to appeal the determination of the court.

XI. CONSENT AGENDA – Resolution No. 2019-001

1. Resolution No. 2019-002, approving minutes of December 4 and December 11, 2018.

   RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

   THAT the minutes of December 4th and December 11th, 2018 be approved.

2. Resolution No. 2019-003, approving budget amendment for Peninsular Dam Removal Project.

   RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

   WHEREAS, the City of Ypsilanti budget for FY 2017/2018 included the Penn Dam removal feasibility study revenues and expenditures; and

   WHEREAS, the project was not completed and expensed as of June 30, 2018; and

   WHEREAS, the project needs to be reprogrammed in FY 2018/2019; and

   NOW, THEREFORE, BE IT RESOLVED that the City Council approves the budget amendments worksheet for FY 2018-2019 as attached.

3. Resolution No. 2019-004, approving Ordinance No. 1329, "Private Frontage Design for Single-Story Commercial and Large Single-Story Commercial Building Types" to create an additional commercial frontage designation for Large Single Story Commercial and Single Story Commercial building types in the form-based districts, called Thoroughfare Commercial, numbered 122-485. ***(Second Reading)***

   RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, the City has an interest in protecting the walkability and health of the community; and

WHEREAS, the City has an interest in promoting and supporting local businesses and their growth; and

WHEREAS, Planning Commission has found that the strict requirements of §122-484 to be not well-suited to certain locations; and

WHEREAS, the Planning Commission has recommended the City Council adopt the proposed ordinance change that would provide flexibility;

NOW THEREFORE BE IT RESOLVED THAT the Ypsilanti City Council approve the ordinance entitled Private Frontage Design for Single Story Commercial and Large Single-Story Commercial building types on Second and Final Reading.

4. Resolution No. 2019-005, approving appointment to Boards and Commissions.

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

THAT, the following individuals be appointed to the City of Ypsilanti Boards and Commissions as indicated below:

NAME	**BOARD**	**EXPIRATION**
Jennifer Eastridge 1144 Roosevelt Ypsilanti, MI 48197	**YDDA**	**7/1/2022**

OFFERED BY: Mayor Pro-Tem Richardson
SECONDED BY: Council Member Brown

On a voice vote, the motion carried, and the Consent Agenda was approved, Mayor Pro-Tem Richardson dissented.

XII. RESOLUTIONS/MOTIONS/DISCUSSIONS –

1. Resolution No. 2019-006, approving contract with Michigan Office Supply (MOS) for managed print services.

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

That the attached contract documents for managed print services is hereby approved, and that the Mayor and City Clerk are authorized to sign the same on behalf of the City of Ypsilanti, subject to the approval of the City Attorney.

OFFERED BY: Council Member Morgan
SECONDED BY: Council Member Symanns

City Planner Bonnie Wessler provided an explanation to why this has been submitted for approval.

Mayor Bashert asked if the plan is to migrate to new printers as the current ones end their lifespan. Ms. Wessler replied some will be replaced immediately and some at the end of their lifespan.

Council Member Morgan asked if there is a way to reduce the paper used by the city. Ms. Wessler replied many boards and commission have switched to electronic packets. Staff typically only prints when it is necessary, some city owned printers do not have the option to print double side and others are not energy efficient. This change would save money in the long run. Mr. Morgan asked if the city uses black and white printers or color. Ms. Wessler responded the city uses both, and the cost is different for color and black and white prints. Mr. McClary replied staff changed procedures to have to manually change the device in order to print color.

Council Member Brown asked the status of moving toward paperless Council packets and other technologies to save on printing. Mr. McClary stated City Clerk McMullan is working with iCompass to migrate to paperless packets. He stated the tentative date to go live with the system is January 22nd, however, he is not certain if that is still the case.

Mayor Pro-Tem Richardson asked if the Clerk's Department is working toward purchasing tablets for Council. Mr. McClary replied he and the City Clerk will be working together to purchase those devices. Ms. McMullan stated she would review the final templates on Thursday, January 10th. Council and staff would then be receiving training to use the software.

Mayor Bashert asked if the contract is for five years. Ms. Wessler responded in the affirmative.

Council Member Wilcoxen asked if the savings would be roughly a $2,000 a year. Ms. Wessler responded in the affirmative. Mr. Wilcoxen asked if it would cover all consumables. Ms. Wessler responded the only consumable this contract contains is the toner, paper costs will still be a part of the normal budget.

Mayor Pro-Tem Richardson asked the total cost of the contract is. MOS Representative Shane Collins responded the contract is for $1,045.83 per month.

Council Member Morgan stated when the older machines are phased out will they be able to be sold. Mr. Collins responded typically once a machine gets to that point there is little resale value.

On a roll call, the vote to approve Resolution No. 2019-006 was as follows:

Council Member Brown	Yes	Council Member Symanns	Yes
Council Member Morgan	Yes	Mayor Bashert	Yes
Council Member Murdock	Absent	Council Member Wilcoxen	Yes
Mayor Pro-Tem Richardson	Yes		

VOTE:

YES:	6	NO:	0	ABSENT:	1 (Murdock)	VOTE: Carried

2. Resolution No. 2019-007, approving Ordinance No. 1331, an ordinance to permit accessory structures in the form-based districts (CN, CN-Mid, CN-SF, etc) to be a maximum of 25' in height or to match the height of the primary structure, whichever is lesser. ***(Second Reading)***

   RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

   WHEREAS, the City has an interest in protecting the historic fabric of the community and in providing housing opportunities for its residents; and

   WHEREAS, two-story outbuildings were common historically prior to the dominance of the automobile; and

   WHEREAS, two-story outbuildings are well-situated to accommodate accessory dwelling units; and

WHEREAS, the Planning Commission has recommended the City Council adopt the proposed ordinance change;

NOW THEREFORE BE IT RESOLVED THAT the Ypsilanti City Council approve the ordinance entitled Accessory Building Height Increase in the Form-Based Districts on Second and Final Reading.

OFFERED BY: Council Member Symanns
SECONDED BY: Council Member Wilcoxen

Mayor Pro-Tem Richardson asked how this would relate to the ordinance that was approved on the Consent agenda. Ms. Wessler responded they are not the same.

On a roll call, the vote to approve Resolution No. 2019-007 was as follows:

Council Member Brown	Yes	Council Member Symanns	Yes
Council Member Morgan	Yes	Mayor Bashert	Yes
Council Member Murdock	Absent	Council Member Wilcoxen	Yes
Mayor Pro-Tem Richardson	Yes		

VOTE:

YES: 6 NO: 0 ABSENT: 1 (Murdock) VOTE: Carried

XIII. <u>LIAISON REPORTS</u> –

A. SEMCOG Update - None
B. Washtenaw Area Transportation Study - None
C. Urban County - None
D. Ypsilanti Downtown Development Authority - None
E. Ypsilanti Youth Safety Collaboration – Council Member Morgan stated he is completed some background work with local organizations. His current focus is to find solutions to meet some of the needs in this community for young people that do not have places to go, which has caused tension. January 10th at 11:00 am AAATA will hold a meeting regarding how people have been disturbed on its bus system. He has been working to recruit mentors to work on his committee.

   Council Member Brown asked where the meeting is. Council Member Morgan replied the meeting is Thursday, January 10th at the AAATA Headquarters on Industrial at 11:00 a.m. He said it is clear young people need certain guidance, and he wants to ensure young people still feel valuable in this community. Mayor Bashert commended Council Member Morgan on his work with this committee.

F. Friends of Rutherford Pool – Mayor Bashert stated Rutherford Pool received the DNR Grant to remodel the pool. There will be a meeting on January 15th at 8:30 am to discuss next steps.
G. Housing Equity Leadership Team – None

XIV. <u>COUNCIL PROPOSED BUSINESS</u> –

<u>Brown</u>

- Asked for an update regarding the staff levels in the city, and how recruitment is going for those available positions.

  Mr. McClary responded the Human Resources Manager is working on temporary and permanent solutions for the Finance/Treasury Department. The city will need to rely on temporary staffing on an interim basis. He mentioned staff has reached out to Amy Cell, a local recruiting firm, for the hiring of the Fire Chief and DPS Director Positions. Staff is pleased with the work performed by that company. Council Member Brown asked the status on the other open positions, and when these positions should be filled. Mr. McClary responded he hopes to have all the vacant department head positions filled by February. He will need to do some research prior to providing fill dates. Mayor Pro-Tem Richardson stated she has been a Council Member for eighteen years and never has she seen staff turnover, especially department heads, like this. She asked what is driving these resignations, there must have been a shift to cause such an upheaval.

Council Member Brown asked what the exit interview process is, and how the information is being utilized. Mr. McClary responded each particular situation is unique and does not think getting into specifics is appropriate in open session. Generally, two department heads retired after being with the city for thirty years. Other employees are leaving because of personal family issues, and another employee has accepted a job with another organization. Council Member Richardson state she is not interested in individual personal reasons, however, she wants to understand why there is such an upheaval. Mr. McClary stated there are a number of issues that have come together at the same time, and he will discuss that with Council.

<u>Wilcoxen</u>

- Asked how the financing would look in repairing the dam over ten years.

  Mr. McClary responded the cost estimate for repair is just over $800,000. It could be paid for by either drawing down city reserves, or the project could be bonded which would spread out the costs.

- He asked for an update regarding the funding for the train platform.

<u>Richardson</u>

- Stated typically when there is a holiday the trash pickup would be pushed back a day, however, during Christmas the trash was picked up on that Friday on Jefferson. If there is going to be a change people need to be notified to avoid any confusion.
- She asked the City Manager when OHM asked to begin the work on the Train study. She asked why there was a delay in bringing OHM on for the study.

  Mr. McClary replied funding was not available until July 1st for that project. Council Member Richardson replied if Council did not allocated $100,000 of the Mental Health Millage to the train Council would still be waiting on action. Mr. McClary replied Council would have had to appropriate funding for the study.

- She asked for an update the city's IT services, and mentioned the county no longer wants to provide that service to the city.

  Mr. McClary responded he is still working with ABA Data for a migration plan.

- She asked for an update on live streaming of meetings.

  Mr. McClary replied he is hoping for spring of this year, but there are many issues that need to be resolved.

- She asked if the tablets would be available for Council in the near future.

Mr. McClary responded the tablets are the easy part of the process. They only need to access the iCompass system.

- She asked if the dam budget includes the donation from the Friends group.

  Mr. McClary responded in the affirmative.

Morgan

- Stated he has noticed there is very little social capital and transference of power to the young people in this community. There is no plan or goal to increase youth participation and he would like to change that. Regardless of what it is you rarely see a young person in the position of power.

  Council Member Brown stated she has been coming to meetings since she was young. She also has had mentors in both high school and college. When she first came to Council it was her goal to start a youth council and have members on boards and commission. However, the formation of a youth council has never transpired because of city finances. The city does not need much money in order to engage the young people of this city. She urged Council to think about this and move in a new direction for youth engagement and empowerment. When she was seventeen Mayor Schreiber held a 2020 Taskforce and appointed her to it, even if it begins that way she is in favor. She committed to working with Council Member Morgan in this program. Mayor Pro-Tem Richardson congratulated Council Member Morgan on this program, and it is something she supports. She would like to see young members of this community to move ahead. The youth are the future but they are also the now, and if not listened to now they will not be there in the future.

- He doesn't believe the lowest bid is also the best quality and the city might want to bite the bullet for things the city needs.

Symanns

- She suggested the city use an employment satisfaction survey, otherwise everything is pure speculation.

- She asked about the drop dead date of the Department of Environmental Quality for the dam.

- She asked for an itemized estimate for the repairs.

- She is interested in learning more about roads in the city.

  Mayor Pro-Tem Richardson stated the house on S. Grove needs to come down, it has been burned out for almost a year.

  Council Member Brown asked if city email can be accessed from mobile devices. Mr. McClary responded it depends on the internet browser.

XV. COMMUNICATIONS FROM THE MAYOR –

- The Board of Commissioners recently approved a resolution eliminating single use plastics in the purchasing program. She asked if there is interest among Council in passing a similar resolution.

  Council Member Symanns stated she has interest in passing a resolution and it matches the values of this community. She explained U of M is moving toward zero waste policy.

Council Member Morgan asked if this would regulate what businesses can use in their operations. Mayor Bashert responded no.

— Encouraged Council to meet with the City Manager in order to become more aware of what occurs outside of a meeting agenda. She stressed the importance maintaining communication with the City Manager on the functions of Council.

— Following the joint work session with the Parks and Recreation Commission, and further conversation with staff there is enough information to develop a plan for the park system.

— Stated the funds received from the county through the Mental Health and Public Safety Millage was not intended for mental health issues. The mental health portion is managed by the county, and those funds are being used for that purpose. The money received by the city was a result of Ypsilanti maintaining its own police force.

— There have been ongoing conversation regarding city's dangerous buildings, and why it takes so long to have a building torn down. One issues is at the court level and another is staff shortages. The city needs to appoint another Dangerous Buildings Officer.

XVI. <u>COMMUNICATIONS FROM THE CITY MANAGER</u> –

— He will be attending the Michigan Municipal League Executives Winter Institute during the week of February 4th. As a result he will not be present for the February 5th Council meeting.

— Yard waste collection ended the week of December 17th and will commence the week of April 1st.

— Christmas tree collection began Monday of this week and will continue until the week of January 21st. In order to be picked up all decorations, tree bags, and tree stands must be removed.

— Per the request of Mayor Pro-Tem Richardson the City Staff Demographics report was distributed to Council.

— The lights at Riverside Park should be replaced this week.

Council Member Wilcoxen asked if an electrician was necessary to inform the city the bulbs needed to be replaced. Mr. McClary replied because the lights were out in an orderly series it was believed to be a circuit problem.

— Staff is following up on alley maintenance in the city, and he has requested a complete account of the alleys in the city.

— He noted the public information meetings regarding the potential train platform. The meeting is scheduled for January 15th at 7:00 p.m. located at the Senior Center, 1015 Congress.

— The Penn Dam public information meeting is scheduled for February 13th, with the location still to be determined.

— Goal Setting Work Sessions are scheduled for January 22nd and 29th.

— The Council/Staff Retreat is scheduled for January 23rd from 4:00 p.m. until 9:00 p.m. located at the Senior Center.

- As Council is aware there has been confusion regarding the waitlist for 2018 Medical Marihuana Facilities Permits. Staff is working to resolve the issue.

- He informed Council the need for interim staffing in the Finance/Treasury Department.

- He appointed Lt. Ken Hobbs as Interim Fire Chief, and looks forward to working with him.

  Council Member Morgan asked the end date of the appointment. Mr. McClary responded there is not a set end date. Interim Chief Hobbs will be at the position until a permanent Chief is in selected.

- He provided a staffing report regarding all the vacant positions.

- He sent a Doodle Poll to all of Council for coffee hours, and asked that they respond. It is important to have that time together outside of Council meeting.

- A City Manager Intern will begin tomorrow, January 9th.

XVII. COMMUNICATIONS –

Nomination - **Added**

Police Advisory Commission
Andy Fanta – Reappointment (Term Exp. 2/1/2022)
1221 Westmoorland Blvd
Ypsilanti, MI 48197

XIX. AUDIENCE PARTICIPATION –

1. Lee Tooson, 107 Middle, stated the home on Prospect cannot be torn down until after the insurance investigation is completed. He believes all Council Members to be intelligent people, and not naive enough to believe that something is not occurring at City Hall. There is something causing employees to leave the city, some of whom he has known since 1986. They are dedicated employees to the City of Ypsilanti. The Finance Director had an opportunity to leave when she was discriminated against by a City Manager. She decided to stay and is now discouraged enough to leave. He believes the employees are leaving because of city administration. It is up to Council to fix the problems occurring in City Hall. The NAACP is holding a forum and asked Council, the City Manager, and the Police Chief to attend. He will let Council know the date of the forum. Every time the City Manager addresses a Council Member he addresses them as Council Member, Mayor Pro-Tem, or Mayor. When addressing the City Clerk he addressed her by her first name because he does not like her.

2. Sue Melke, 330 Chidester #409, stated she would like to know how much the city will save by adopting the contract with MOS. She asked Council to use the microphone if they do not project well in order for the public to hear. She suggested a system to know the order for when a Council Member wishes to speak. She asked for the sidewalks in the city to be better maintained, and stated there are many sidewalks that pose a safety hazard. She sees it as problematic that AAATA is holding a meeting about Ypsilanti in Ann Arbor. She does not understand why it is taking so long to have live streaming set up for meetings.

3. Gail Summerhill, PO Box, stated she went to court for a ticket, and for an hour the magistrate was hearing cases regarding parking tickets. The signage for parking need to be clearer.

XX. <u>REMARKS FROM THE MAYOR</u> –

- She would appreciate Gray would make her pictures available to staff for review.

XXI. <u>ADJOURNMENT</u> –

Resolution No. 2019-008, adjourning the City Council meeting.

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: Council Member Brown
SECONDED BY: Council Member Symanns

On a voice vote, the motion carried, and the meeting adjourned at 8:35 p.m.

Resolution No. 2019-011
January 22, 2019

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

THAT, the following individuals be appointed to the City of Ypsilanti Boards and Commissions as indicated below:

NAME	**BOARD**	**EXPIRATION**
Andy Fanta (reappointment) 1221 Westmoorland Blvd Ypsilanti, MI 48197	Police Advisory Commission	2/1/2022

OFFERED BY: ______________________________

SUPPORTED BY:______________________________

YES: NO: ABSENT: VOTE:

CITY OF YPSILANTI
BOARDS AND COMMISSIONS
CITIZEN PARTICIPATION RESUME

**Note: You must be a registered voter and a city resident to be eligible to serve on a City of Ypsilanti Board or Commission.

NAME: ANDREW L FANTA

ADDRESS: [redacted]

Number of years in the community: 25

HOME PHONE: [redacted] Call: A.M. or P.M. (please circle)

CELL PHONE: [redacted] WORK PHONE: [redacted]

EMAIL ADDRESS: THELAWSHOP@GMAIL.COM

EDUCATION: BA, J.D. PhD.

CURRENT OCCUPATION: ATTORNEY AT LAW

CURRENT EMPLOYER: SELF EMPLOYED

I would like to be considered and could devote sufficient time to serve on the following Board(s) or Commission(s) in order of preference:

1. POLICE ADVISORY COMMISSION 2. ______

Please indicate experience and/or qualifications that would help make you an effective member of each board for which you have applied.

WORK/VOLUNTEER EXPERIENCE: CURRENT CHAIR POLICE ADVISORY COMM. 14 YEAR MEMBER YPSILANTI SCHOOL BOARD, CURRENT CHAIR TAX BOARD OF APPEALS; FOUNDER & MEMBER YPSILANTI COMMUNITY SCHOOLS FOUNDATION.

I understand that appointment to a City of Ypsilanti Board or Commission requires regular attendance at b[redacted]

SIGNATURE: [redacted] DATE: 1-7-19

(Return completed form to: City Clerk's Office, 1 S. Huron Street, Ypsilanti, MI 48197)

REQUEST FOR LEGISLATION

TO: **Mayor and City Council**

FROM: **Rebecca Craigmile, Human Resources Director**

SUBJECT: **Budget adjustment for Contractual Services and Temporary Wages for FY 2018-19**

Date: **January 22, 2019**

SUMMARY & BACKGROUND:

The Penn Dam removal feasibility study revenues and expenditures were budgeted in FY 2017/2018. The project was not completed and expensed by June 30, 2018 and it needs to be reprogrammed for FY 2018/2019. Therefore, attached is the budget amendment worksheet showing the budget amendments to be made for FY 2018/2019.

RECOMMENDED ACTION: Approval of the budget amendments

ATTACHMENTS: Resolution and budget amendment worksheet.

CITY MANAGER APPROVAL: ______________________________

COUNCIL AGENDA DATE: January 22, 2019

CITY MANAGER COMMENTS: ______________________________

FISCAL SERVICES DIRECTOR APPOVAL: ______________________________

Resolution No. 2019-012
January 22, 2019

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, the City of Ypsilanti budget for FY 2018/2019 included the projected temporary and contractual services and expenditures; and

WHEREAS, the expenditures projected did not project multiple resignations and retirements as well as the need for interim positions; and

WHEREAS, the expenditures needs to be amended in FY 2018/2019; and

NOW, THEREFORE, BE IT RESOLVED that the City Council approves the budget amendments worksheet for FY 2018-2019 as attached.

OFFERED BY: ______________________________

SUPPORTED BY: ______________________________

YES: NO: ABSENT: VOTE:

Human Resources

Contractual Services	101-7-2700-818-00		
1 FF-resignation	Clinic	$732.00	
	Dr Danuloff	$600.00	
	backround	$1,000.00	*Will need to contract since FC is retired)
	credit check	$25.00	
	Total	$2,357.00	
3-Police Officers-Resgination	Clinic	$1,671.00	
	Dr Danuloff	$1,800.00	
	Background	$0.00	*PD does investagation
	credit check	$75.00	
	Total	$3,546.00	(For 3)
1-Fire Chief-Retirement	Recruitment Assesement Center	$5,000.00	
	Clinic	$85.00	
	Background	$18.00	
	credit check	$25.00	
	Total	$5,128.00	
1-Finance Director/Treasurer-Retirement			
	Recruitment Assesement Center	$5,000.00	
	Clinic	$85.00	
	Backround	$18.00	
	Credit check	$25.00	
	Total	$5,128.00	
1-Accountant-Created position due to Deputy role	Clinic	$85.00	
	Backround	$18.00	
	Credit check	$25.00	
	Total	$128.00	
1-Deputy Director/Treasurer-Created position	Clinic	$85.00	

	Backround	$18.00
	Credit check	$25.00
	Total	$5,231.00
1-Public Services Director-Recruitment	Recruitment Assesement Center	$5,000.00
	Clinic	$85.00
	Backround	$18.00
	Credit check	$25.00
	Total	$128.00
1-Equipment Operator-resignation	Clinic	$85.00
	Backround	$18.00
	Credit check	$25.00
	Total	$128.00
Projected Recruitment Pre-Hire Costs	Dr Danuloff	$600.00
1-FF, 1 PD, 3 Other (Projection)	Clinic	$1,673.00
	Background	$1,054.00
	credit check	$75.00
	Total	$3,402.00
	Grand Total	$25,176.00

Temporary Wages	101-7-2700-707-00		
Cashier-Treasury	Express Employment	$8,355.60	23.21/hr for 3 months
Interim Finance Director/Treasurer	Robert Half	$72,000.00	150/hr for 3 months
DPS Office Manager (PO created, enough in budget, but wasn't budgeted for)	Express Employment	$12,300.00	25.77/hr for 3 months
Accountant	Express Employment	$13,382.40	27.88/hr for 3 months
	Total	$106,038.00	

CITY OF YPSILANTI, MICHIGAN

BUDGET ADJUSTMENT WORKSHEET

FISCAL YEAR: 2018/2019
FUND:
DEPT: Human Resources
REQUESTED BY: Rebecca Craigmile
DATE: 1/22/2019
AMENDMENT #

ACCT #	ACCT NAME	ADOPTED	AMENDED	REVENUE CHANGE	EXPENDITURE CHANGE	NEW AMENDED REVENUE BUDGET	NEW AMENDED EXPENDITURE BUDGET	REASON
101-7-2700-818-00	Contractual Services				25,176	0	25,176	Multiple positions recruited for, pre hire costs and department head assesment centers. See attached spreadsheet.
						0	0	
101-7-2700-707-00	Temporary Wages				106,038	0	106,038	Multiple interim positions for Finance and one for DPS. See attached spreadsheet.
						0	0	
						0	0	
						0	0	
						0	0	
						0	0	
						0	0	
						0	0	
						0	0	
						0	0	
						0	0	
						0	0	
						0	0	
						0	0	
						0	0	
						0	0	
						0	0	

NET CHANGE IN BUDGET:				0	131,214			

Approved by City Manager: ____ Date: __________

Approved by City Council (if required): ____ Date: __________

Resolution No. 2019 - 013
January 22, 2019

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, the City of Ypsilanti is committed to serving as an effective and careful steward of our natural resources and environment, including the air, water and soil of our city, state and planet, and believes that doing so is a fundamental responsibility of government at all levels; and

WHEREAS, the reliance on single-use plastics contributes significantly to global warming, landfill size and associated air pollution, and marine plastic pollution; and

WHEREAS, plastic does not biodegrade but instead breaks down into smaller particles that enter the marine food chain and, eventually, into humans, potentially causing as yet unknown health risks; and

WHEREAS, the City of Ypsilanti is committed to environmentally sustainable practices;

NOW THEREFORE BE IT RESOLVED THAT, the Ypsilanti City Council urges all departments and offices to reduce the purchase of single-use plastics, particularly polystyrene, which requires the use of carcinogenic chemicals and other chemicals harmful to humans in its manufacture, which faces a rapidly diminishing recycling market, and which has been identified as a possible human carcinogen.

BE IT FURTHER RESOLVED, the Ypsilanti City Council directs the City Manager to revise the City's current procurement policy and disseminate this to City departments and offices, and ensure adherence to the policy.

BE IT FURTHER RESOLVED, the Ypsilanti City Council directs the City Clerk to send copies of this resolution to the Washtenaw Board of Commissioners, the Ypsilanti Downtown Development Authority, the Ypsilanti Sustainability Commission, and the city's representatives in both the Michigan State House and State Senate.

OFFERED BY: ______________________________

SUPPORTED BY: ______________________________

YES: NO: ABSENT: VOTE:

REQUEST FOR LEGISLATION

TO: **Mayor and City Council**

FROM: **Rebecca Craigmile, Human Resources Director**

SUBJECT: **Plante Moran Proposal-Interim Finance Director**

Date: **January 22, 2019**

SUMMARY & BACKGROUND:

Due to the retirement of the Finance Director/Treasurer, Marilou Uy and the resignation of Accounting Supervisor, Rheagan Basabica the engagement of temporary services are necessary.

RECOMMENDED ACTION: Approval of the proposal and authorizing the Mayor and City Clerk on behalf of the City to execute.

ATTACHMENTS: Plante Moran Proposal

CITY MANAGER APPROVAL: ____________________________

COUNCIL AGENDA DATE: January 22, 2019

CITY MANAGER COMMENTS: ____________________________

FISCAL SERVICES DIRECTOR APPOVAL: ____________________________

Resolution No. 2019-014
January 22, 2019

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, the City of Ypsilanti is in need of services due to; and

NOW, THEREFORE, BE IT RESOLVED that the City Council approves the Proposal from Plante Moran dated January 17, 2019. Be it further resolved the Mayor and Clerk is authorized to execute on behalf of the city.

OFFERED BY: ______________________________

SUPPORTED BY: ______________________________

YES: NO: ABSENT: VOTE:

Plante & Moran, PLLC
27400 Northwestern Highway
P.O. Box 307
Southfield, MI 48037-0307
Tel: 248.352.2500
Fax: 248.352.0018
plantemoran.com

January 17, 2019

Mr. Darwin McClary
City Manager
City of Ypsilanti
One South Huron Street
Ypsilanti, MI 48197

Dear Darwin:

Thank you very much for the opportunity to work with you and the City of Ypsilanti.

This letter and the accompanying Professional Services Agreement, which is hereby incorporated as part of this engagement letter, confirms our understanding of the nature, limitations, and terms of the services Plante & Moran, PLLC (PM) will provide to City of Ypsilanti ("the City").

Proposed Scope of Services

As discussed in person at City Hall on January 17, 2019, we will provide temporary accounting service as interim finance director and treasurer for the City. Responsibilities will include:

- Advise the City Manager and City Officials on all financial matters of the City
- Review bank reconciliations for all City bank accounts prepared by City accounting staff
- Monitor the FY 2019 budget. Propose amendments in order to maintain compliance with PA 2 of 1968
- Create the City's budget document and facilitate the budget process for FY 2020. This could include work sessions and presentations to Council.
- Prepare monthly financial reporting to the City Manager and City Council
- Review property tax distribution calculations
- Reconcile property taxes and other collections to the general ledger
- Review the processing of Accounts Payable invoices
- Review the processing of bi-weekly payroll
- Review bank transfers prepared by City employees prior to transmission
- Prepare year-end close of accounting records
- Attend select City Council meetings
- Prepare audit workpapers and facilitate audit process with external independent audit firm
- Prepare or review external financial reporting to other entities such as the State of Michigan, Washtenaw County, the local school districts, etc.
- Other similar Finance Department tasks

If the City chooses to use our help, our work product will be under the direction and supervision of you, the City Manager.

It should be noted that at no time during this engagement will we be responsible for making investment decisions, signing checks, making bank transfers, initiating ACH or wire transfers, or handling cash in any way.

Fees and Payment Terms

As you have requested, our services will be provided **24 hours per week** by either an Accounting Consultant or Senior Accounting Consultant. Additional supervision and support will be provided by a Manager, Senior Manager, or Partner as needed and is included in the monthly fee of **$16,000 per month**. We will perform the services requested; however, because our time is contractually limited, the list of work to be performed will need to be regularly reviewed and triaged in order to focus on the most urgent tasks.

If **additional** service time over and above the 24 hours per week is necessary and approved by the City, it will be billed at the following hourly rates:

Accounting Consultant	$130
Senior Accounting Consultant	$150
Manager	$180*
Senior Manager	$250*
Partner	$300*

*We anticipate any additional service time will most likely be performed by your same Accounting Consultant or Senior Accounting Consultant at the lower billing rates. The need for additional Manager, Senior Manager, or Partner involvement is unlikely and would be discussed with the City Manager before performing.

If the City finds that 24 hours per week is consistently not enough service time, we can augment our staffing to accommodate 32 hours per week. The total monthly fee for this higher level of service would be $20,000 per month. Before making this change, we would request confirmation from the City Manager in writing.

The rates listed above will increase three percent on January 1, 2020 and annually thereafter should you continue to utilize this service.

Any other projects or consulting services in addition to the ones noted above may be requested by City management. Fees for those additional services will be negotiated and included in a separate engagement letter.

As you probably realize, our primary cost is salaries that are paid currently. Accordingly, our invoices, which will be rendered as services are provided, are due when received. In the event an invoice is not paid timely, a late charge in the amount of 1.25 percent per month will be added, beginning 30 days after the date of the invoice.

If you are in agreement with our understanding of this engagement, as set forth in this engagement letter and the accompanying Professional Services Agreement, please sign the enclosed copy of this letter and return it to us with the accompanying Professional Services Agreement.

Thank you for the opportunity to serve you.

Very truly yours,

PLANTE & MORAN, PLLC

[redacted]

Brian J. Camiller

Agreed and Accepted

We accept this engagement letter and the accompanying Professional Services Agreement, which set forth the entire agreement between the City of Ypsilanti and Plante & Moran, PLLC with respect to the services specified in the "Scope of Services" section of this engagement letter. This agreement may be amended by written agreement between Plante & Moran, PLLC and the City of Ypsilanti.

City of Ypsilanti

____________________________ ____________________________

Darwin McClary Date
City Manager

Professional Services Agreement – Consulting Services
Addendum to Plante & Moran, PLLC Engagement Letter

This Professional Services Agreement is part of the engagement letter for our consulting services dated January 17, 2019. between Plante & Moran, PLLC (referred to herein as "PM") and the City of Ypsilanti (referred to herein as "Ypsilanti").

1. **Management Responsibilities** – The consulting services PM will provide are inherently advisory in nature. PM has no responsibility for any management decisions or management functions in connection with its engagement to provide these services. Further, Ypsilanti acknowledges that Ypsilanti is responsible for all such management decisions and management functions; for evaluating the adequacy and results of the services PM will provide and accepting responsibility for the results of those services; and for establishing and maintaining internal controls, including monitoring ongoing activities, in connection with PM's engagement. Ypsilanti has designated Darwin McClary, Ypsilanti City Manager, to oversee the services PM will provide.

2. **Nature of Services** – PM's temporary finance services will be based on information and records provided to PM by Ypsilanti. PM will rely on such underlying information and records and temporary finance services will not include audit or verification of the information and records provided to PM in connection with the temporary finance services.

   The temporary finance services PM will perform will not constitute an examination or audit of any Ypsilanti financial statements or any other items, including Ypsilanti's internal controls. This engagement also will not include preparation or review of any tax returns or consulting regarding tax matters. If Ypsilanti requires financial statements or other financial information for third-party use, or if Ypsilanti requires tax preparation or consulting services, a separate engagement letter will be required. Accordingly, Ypsilanti agrees not to associate or make reference to PM in connection with any financial statements or other financial information of Ypsilanti. In addition, this engagement is not designed and cannot be relied upon to disclose errors, fraud or illegal acts that may exist. However, PM will inform you of any such matters that come to PM's attention.

3. **Project Deliverables** – At the conclusion of PM's temporary finance services and periodically as PM progresses, PM will review the results of its work with Ypsilanti and provide Ypsilanti with any observations related to PM's services that PM believes warrant Ypsilanti's attention. PM also will provide Ypsilanti with copies of analyses or other materials that PM may develop in the course of this engagement upon Ypsilanti's request. PM will not issue a written report as a result of this engagement and Ypsilanti agrees that the nature and extent of the work product that PM will provide, as outlined in this agreement, are sufficient for Ypsilanti's purposes.

4. **Interactive Analyses and Visualizations** – In instances where PM expressly agrees in the accompanying engagement letter to provide interactive analyses or visualization tools (collectively, "Electronic Documents") to Ypsilanti, such Electronic Documents will be provided in a format determined to be acceptable to PM. Ypsilanti acknowledges and agrees that Ypsilanti's ability to access such Electronic Documents requires software programs which PM does not develop, license, distribute, support, or sell, and Ypsilanti shall be solely responsible for the costs to obtain, use, or support any such required software. PM makes no representation or warranty with respect to such software or the continuing functionality of such software relative to the Electronic Documents and disclaims any and all express or implied warranties if any, associated with such software, its merchantability, and/or its fitness for any particular use by Ypsilanti.

   If and to the extent provided by PM, Electronic Documents are provided solely for the purpose of supporting the project deliverables and are to be used only as expressly described in and authorized by the project deliverables. PM disclaims any responsibility for any use of the Electronic Documents that is not expressly provided for in and authorized by the project deliverables. Further, Ypsilanti acknowledges that Ypsilanti is solely responsible for evaluating the adequacy and accuracy of any results generated through the use of Electronic Documents. PM will have no responsibility to support or update the Electric Documents for any events or circumstances that occur or become known subsequent to the date of their corresponding project deliverables.

   Ypsilanti acknowledges that PM may utilize proprietary works of authorship that have not been created specifically for Ypsilanti and were conceived, created, or developed prior to, or independent of, this engagement including, without limitation, computer programs, methodologies, algorithms, models, templates, software configurations, flowcharts, architecture designs, tools, specifications, drawings, sketches, models, samples, records, and documentation (collectively, "PM Intellectual Property"). Ypsilanti agrees and acknowledges that PM Intellectual Property is and shall remain solely and exclusively the property of PM.

   Upon payment for the engaged services, to the extent that PM incorporates PM Intellectual Property into the Electronic Documents (which PM shall do only as expressly provided for in the accompanying engagement letter), PM grants to Ypsilanti a limited royalty-free, nonexclusive, right and license to use such incorporated PM Intellectual Property for internal purposes only and in the original format. Ypsilanti agrees not to copy, publish, modify, disclose, distribute, decompile, reverse engineer, or create derivative works based on PM Intellectual Property. Notwithstanding the foregoing, in no event will PM be precluded from developing for itself or for others, works of authorship which are similar to those included in the project deliverables.

If and to the extent PM shares information obtained from third-party data sources with Ypsilanti, Ypsilanti agrees not to (i) disclose or redistribute any such third-party data to third parties without the express written consent of PM; or (ii) attempt to extract, manipulate, or copy any embedded or aggregated third-party data from the Electronic Documents for any purpose.

5. **Confidentiality, Ownership and Retention of Workpapers** – During the course of this engagement, PM and PM staff may have access to proprietary information of Ypsilanti, including, but not limited to, information regarding trade secrets, business methods, plans, or projects. PM acknowledges that such information, regardless of its form, is confidential and proprietary to Ypsilanti, and PM will not use such information for any purpose other than its consulting engagement or disclose such information to any other person or entity without the prior written consent of Ypsilanti.

   In the interest of facilitating PM's services to Ypsilanti, PM may communicate or exchange data by internet, e-mail, facsimile transmission or other electronic methods. While PM will use its best efforts to keep such communications and transmissions secure in accordance with PM's obligations under applicable laws and professional standards, Ypsilanti recognizes and accepts that PM has no control over the unauthorized interception of these communications or transmissions once they have been sent, and consents to PM's use of these electronic devices during this engagement.

   Professional standards require that PM create and retain certain workpapers for engagements of this nature. All workpapers created in the course of this engagement are and shall remain the property of PM. PM will maintain the confidentiality of all such workpapers as long as they remain in PM's possession.

   Both Ypsilanti and PM acknowledge, however, that PM may be required to make its workpapers available to regulatory authorities or by court order or subpoena in a legal, administrative, arbitration, or similar proceeding in which PM is not a party. Disclosure of confidential information in accordance with requirements of regulatory authorities or pursuant to court order or subpoena shall not constitute a breach of the provisions of this agreement. In the event that a request for any confidential information or workpapers covered by this agreement is made by regulatory authorities or pursuant to a court order or subpoena, PM agrees to inform Ypsilanti in a timely manner of such request and to cooperate with Ypsilanti should Ypsilanti attempt, at Ypsilanti's cost, to limit such access. This provision will survive the termination of this agreement. PM's efforts in complying with such requests will be deemed billable to Ypsilanti as a separate engagement. PM shall be entitled to compensation for its time and reasonable reimbursement of its expenses (including legal fees) in complying with the request.

   PM reserves the right to destroy, and it is understood that PM will destroy, workpapers created in the course of this engagement in accordance with PM's record retention and destruction policies, which are designed to meet all relevant regulatory requirements for retention of workpapers. PM has no obligation to maintain workpapers other than for its own purposes or to meet those regulatory requirements.

   Upon Ypsilanti's written request, PM may, at its sole discretion, allow others to view any workpapers remaining in its possession if there is a specific business purpose for such a review. PM will evaluate each written request independently. Ypsilanti acknowledges and agrees that PM will have no obligation to provide such access or to provide copies of PM's workpapers, without regard to whether access had been granted with respect to any prior requests.

6. **Consent to Disclosures to Service Providers**– In some circumstances, PM may use third-party service providers to assist with an engagement. In those circumstances, PM will require any such third-party service provider to: (i) maintain the confidentiality of any information furnished; and (ii) not use any information for any purpose unrelated to assisting with PM's services for Ypsilanti. In order to enable these service providers to assist PM in this capacity, Ypsilanti, by its duly authorized signature on the accompanying engagement letter, consents to PM's disclosure of all or any portion of Ypsilanti's information to such service providers to the extent such information is relevant to the services the third-party service provider may provide and agrees that PM's disclosure of such information for such purposes shall not constitute a breach of the provisions of this agreement. Ypsilanti's consent shall be continuing until the services provided for this engagement agreement are completed.

7. **Third-Party Data** – PM may reference third-party data sources in performing the services described in this engagement letter. Third-party data may include publicly-available data, commercially-available data licensed to

PM, or information obtained from other sources. PM will use its judgment, discretion, best efforts and good faith in evaluating the use of third-party data sources, but does not warrant or guarantee the accuracy, completeness, or timeliness of any data obtained from third-party data sources and disclaims any liability arising out of or relating to the use of data from third-party data sources. Ypsilanti acknowledges that any commercially-available third-party data sources referenced by PM are licensed to PM and PM's ability to share information obtained from commercially available third-party data sources is often restricted by the terms of use granted to PM by the licensor and, unless expressly set forth in the accompanying engagement letter, PM makes no representation or warranty that Ypsilanti will have access to data obtained from third-party data sources. If and to the extent PM shares information obtained from third-party data sources with Ypsilanti, Ypsilanti agrees not to disclose or redistribute any such third-party data to third parties without the express written consent of PM. This agreement does not convey to Ypsilanti a sublicense to any third-party data source unless expressly agreed to in writing and signed by a duly authorized representative of PM. However, nothing herein shall prevent Ypsilanti from directly contracting with or obtaining a license from any third-party data source if Ypsilanti determines, in its sole discretion, that any such direct contract or license to be in its best interest.

8. **Fee Quotes –** In any circumstance where PM has provided estimated fees, fixed fees or not-to-exceed fees ("Fee Quotes"), these Fee Quotes are based on Ypsilanti personnel providing PM staff the assistance necessary to satisfy Ypsilanti responsibilities under the scope of services. This assistance includes availability and cooperation of those Ypsilanti personnel relevant to PM's temporary finance services and providing needed information to PM in a timely and orderly manner. In the event that undisclosed or unforeseeable facts regarding these matters causes the actual work required for this engagement to vary from PM's Fee Quotes, those Fee Quotes will be adjusted for the additional time PM incurs as a result.

   In any circumstance where PM's work is rescheduled, PM offers no guarantee, express or implied, that PM will be able to meet any previously established deadline related to the completion of PM's work. Because rescheduling its work imposes additional costs on PM, in any circumstance where PM has provided Fee Quotes, those Fee Quotes may be adjusted for additional time PM incurs as a result of rescheduling its work.

   PM will advise Ypsilanti in the event these circumstances occur, however it is acknowledged that the exact impact on the Fee Quote may not be determinable until the conclusion of the engagement. Such fee adjustments will be determined in accordance with the Fee Adjustments provision of this agreement.

9. **Payment Terms –** PM's invoices for professional services are due upon receipt unless otherwise specified in this engagement letter. In the event any of PM's invoices are not paid in accordance with the terms of this agreement, PM may elect, at PM's sole discretion, to suspend work until PM receives payment in full for all amounts due or terminate this engagement. In the event that work is suspended, for nonpayment or other reasons, and subsequently resumed, PM offers no guarantee, express or implied, that PM will be able to meet any previously established deadlines related to the completion of PM's consulting work. Ypsilanti agrees that in the event that work is suspended, for non-payment or other reasons, PM shall not be liable for any damages that occur as a result of PM ceasing to render services.

10. **Fee Adjustments** – Any fee adjustments for reasons described in this agreement will be determined based on the actual time expended by PM staff at the hourly rates stated in this agreement, plus all reasonable and necessary travel and related costs PM incurs, and included as an adjustment to PM's invoices related to this engagement. Ypsilanti acknowledges and agrees that payment for all such fee adjustments will be made in accordance with the payment terms provided in this agreement.

11. **Force Majeure** – Neither party shall be deemed to be in breach of this engagement agreement as a result of any delays or non-performance directly or indirectly resulting from circumstances or causes beyond its reasonable control, including, without limitation, fire or other casualty, acts of God, war or other violence, or epidemic (each individually a "Force Majeure Event"). City of Ypsilanti acknowledges and agrees that a Force Majeure Event shall not excuse any payment obligation relating to fees or costs incurred prior to any such Force Majeure Event.

12. **Exclusion of Certain Damages** – Except to the extent finally determined to have resulted from PM's gross negligence or willful misconduct, Ypsilanti agrees to limit the liability of PM and any of PM's officers, directors, partners, members, managers, employees, affiliated, parent or subsidiary entities, and approved allied third party service providers (collectively, "PM Persons") for any and all claims, losses, costs, and damages of any nature whatsoever so that the total aggregate liability of the PM and/or the PM Persons to Ypsilanti shall not exceed the total fees paid by Ypsilanti to PM for the services provided in connection with this engagement agreement. Ypsilanti and PM agree that these limitations on PM's and the PM Persons' maximum liability are reasonable in view of, among other things, the scope of the services PM is to provide, Ypsilanti's responsibility for the management functions associated with PM's consulting services, and the fees PM is to receive under this engagement. In no event shall the PM or the PM Persons be liable to Ypsilanti, whether a claim be in tort, contract, or otherwise, for

any consequential, indirect, lost profit, punitive, exemplary, or other special damages. PM and Ypsilanti agree that these limitations apply to any and all liabilities or causes of action against PM, however alleged or arising, unless to the extent otherwise prohibited by law. This provision shall survive the termination of this engagement.

In the event this engagement agreement expressly identifies multiple phases of services, the total aggregate liability of PM to City of Ypsilanti shall be limited to no more than the total amount of fees paid by Ypsilanti for the particular phase of services alleged to have given rise to any such liability.

13. **Defense, Indemnification, and Hold Harmless** – As a condition of PM's willingness to perform the services provided for in the engagement letter, Ypsilanti agrees to defend, indemnify and hold PM and the PM Persons harmless against any claims by third parties for losses, claims, damages, or liabilities, to which PM or the PM Persons may become subject in connection with or related to the services performed in the engagement, unless a court having jurisdiction shall have determined in a final judgment that such loss, claim, damage, or liability resulted primarily from the willful misconduct or gross negligence of PM, or one of the PM Persons. This defense, indemnity and hold harmless obligation includes the obligation to reimburse PM and/or the PM Persons for any legal or other expenses incurred by PM or the PM Persons, as incurred, in connection with investigating or defending any such losses, claims, damages, or liabilities.

14. **Receipt of Legal Process** – In the event PM is required to respond to a subpoena, court order, or other legal process (in a matter involving Ypsilanti but not PM) for the production of documents and/or testimony relative to information PM obtained and/or prepared during the course of this engagement, Ypsilanti agrees to compensate PM for the affected PM staff's time at such staff's current hourly rates, and to reimburse PM for all of PM's out-of-pocket costs incurred associated with PM's response unless otherwise reimbursed by a third party.

15. **Termination of Engagement** –This agreement may be terminated by either party upon written notice. Upon notification of termination, PM's services will cease and PM's engagement will be deemed to have been completed. Ypsilanti will be obligated to compensate PM for all time expended and to reimburse PM for related costs PM incurs through the date of termination of this engagement.

16. **Time Limits** – Except for actions to enforce payment of PM's invoices and without limiting any claims for indemnification hereunder, any claim or cause of action arising under or otherwise relating to this engagement must be filed within two years from the completion of the engagement without regard to any statutory provision to the contrary.

17. **Entire Agreement** – This engagement agreement is contractual in nature, and includes all of the relevant terms that will govern the engagement for which it has been prepared. The terms of this letter supersede any prior oral or written representations or commitments by or between the parties regarding the subject matter hereof. Any material changes or additions to the terms set forth in this letter will only become effective if evidenced by a written amendment to this agreement, signed by all of the parties.

18. **Severability** – If any provision of this engagement agreement (in whole or part) is held to be invalid or otherwise unenforceable, the other provisions shall remain in full force and effect.

19. **Conflicts of Interest** - PM's engagement acceptance procedures include a check as to whether any conflicts of interest exists that would prevent acceptance of this engagement. No such conflicts have been identified. Ypsilanti understands and acknowledges that PM may be engaged to provide professional services, now or in the future, unrelated to this engagement to parties whose interests may not be consistent with interests of Ypsilanti.

20. **Agreement Not to Influence** –Ypsilanti and PM each agree that each respective organization and its employees will not endeavor to influence the other's employees to seek any employment or other contractual arrangement with it, during this engagement or for a period of one year after termination of the engagement. Ypsilanti agrees that PM employees are not "contract for hire." PM may release Ypsilanti from these restrictions if f Ypsilanti agrees to reimburse PM for its recruiting, training, and administrative investment in the applicable employee. In such event, the reimbursement amount shall be equal to two hundred hours of billings at the hourly rate stated in this agreement for the PM employee.

21. **Signatures** – Any electronic signature transmitted through DocuSign or manual signature on this engagement letter transmitted by facsimile or by electronic mail in portable document format may be considered an original signature.

22. **Governing Law** – This agreement shall be governed by and construed in accordance with the laws of the State of Michigan, and jurisdiction over any action to enforce this agreement, or any dispute arising from or relating to this agreement shall reside exclusively within the State of Michigan.

End of Professional Services Agreement – Consulting Services

Human Resources

Contractual Services	101-7-2700-818-00		
1 FF-resignation	Clinic	$732.00	
	Dr Danuloff	$600.00	
	backround	$1,000.00	*Will need to contract since FC is retired)
	credit check	$25.00	
	Total	$2,357.00	
3-Police Officers-Resgination	Clinic	$1,671.00	
	Dr Danuloff	$1,800.00	
	Background	$0.00	*PD does investagation
	credit check	$75.00	
	Total	$3,546.00	(For 3)
1-Fire Chief-Retirement	Recruitment Assesement Center	$5,000.00	
	Clinic	$85.00	
	Background	$18.00	
	credit check	$25.00	
	Total	$5,128.00	
1-Finance Director/Treasurer-Retirement			
	Recruitment Assesement Center	$5,000.00	
	Clinic	$85.00	
	Backround	$18.00	
	Credit check	$25.00	
	Total	$5,128.00	
1-Accountant-Created position due to Deputy role	Clinic	$85.00	
	Backround	$18.00	
	Credit check	$25.00	
	Total	$128.00	
1-Deputy Director/Treasurer-Created position	Clinic	$85.00	
	Backround	$18.00	
	Credit check	$25.00	
	Total	$5,231.00	
1-Public Services Director-Recruitment	Recruitment Assesement Center	$5,000.00	

	Clinic	$85.00	
	Backround	$18.00	
	Credit check	$25.00	
	Total	$128.00	
1-Equipment Operator-resignation	Clinic	$85.00	
	Backround	$18.00	
	Credit check	$25.00	
	Total	$128.00	
Projected Recruitment Pre-Hire Costs	Dr Danuloff	$600.00	
1-FF, 1 PD, 3 Other (Projection)	Clinic	$1,673.00	
	Background	$1,054.00	
	credit check	$75.00	
	Total	$3,402.00	
	Grand Total	$25,176.00	
Temporary Wages	101-7-2700-707-00		
Cashier-Treasury	Express Employment	$8,355.60	23.21/hr for 3 months
Interim Finance Director/Treasurer	Plante Moran	$48,000.00	16,000 for 3 months (24 hrs per week)
DPS Office Manager (PO created, enough in budge	Express Employment	$12,300.00	25.77/hr for 3 months
	Total	$68,655.60	

CITY OF YPSILANTI, MICHIGAN

BUDGET ADJUSTMENT WORKSHEET

FISCAL YEAR: 2018/2019
FUND:
DEPT: Human Resources
REQUESTED BY: Rebecca Craigmile
DATE: 1/22/2019
AMENDMENT #

ACCT #	ACCT NAME	ADOPTED	AMENDED	REVENUE CHANGE	EXPENDITURE CHANGE	NEW AMENDED REVENUE BUDGET	NEW AMENDED EXPENDITURE BUDGET	REASON
101-7-2700-818-00	Contractual Services				25,176	0	25,176	Multiple positions recruited for, pre hire costs and department head assesment centers. See attached spreadsheet.
						0	0	
101-7-2700-707-00	Temporary Wages				68,656	0	68,656	Multiple interim positions for Finance and one for DPS. See attached spreadsheet.
						0	0	
						0	0	
						0	0	
						0	0	
						0	0	
						0	0	
						0	0	
						0	0	
						0	0	
						0	0	
						0	0	
						0	0	
						0	0	
						0	0	
						0	0	
						0	0	
NET CHANGE IN BUDGET:				0	93,832			

Approved by City Manager: ______________________ Date: __________

Approved by City Council (if required): ______________________ Date: __________

Citizen Advisory Boards and Commissions Participation Resume

The people of Ypsilanti are involved in their City government and are an important part of the community's achievements. Individuals interested in receiving more information in regards to serving on an advisory board or commission are invited to contact the City Clerk's Office at 734-483-1100. Alternatively, citizens who would like to participate can submit their information in the form below.

Name	Brian
Email Address	Geiringer
Address	[redacted]
City	Ypsilanti
State	MI
Zip Code	48197
Phone Number	[redacted]
Fax Number	*Field not completed.*
Number of Years in the Community	3
Ward You Live In	1
Education	University of Michigan- BA in Philosophy, Mathematics, and Psychology
Occupation	Math Tutor / Fishmonger
Employer	Self-employed / Monahan's Seafood Market
Are you applying for youth membership?	No
I would like to be considered and could devote sufficient time to serve on the following board or commission:	Board of Ethics
Party Affiliation	none

	X
Why are you interested in serving on these boards/commissions?	Serving on the Ethics Board would be an honor. In the time I've spent in Ypsilanti, it's been my pleasure to get involved in multiple community efforts, as well as starting to become familiar with some political processes. To serve the city in a more formal way feels appropriate as a way to give back for how much I feel I've gotten from my experiences here- and the Ethics Board is a place I feel I can lend some good experience: I've taken classes in Ethics and even more in Logic, have spent probably too much time thinking through best practices and solutions to ethical dilemmas, and have a plan to write extensively about my personal ethical belief system which stems out of the core idea that all living things have intrinsic importance.
Work/volunteer experience related to the board or commission:	4 years experience tutoring the ACT which includes a section on logic (it's called the 'Science' section). 8 years experience tutoring Math, the skeleton of which is logic. 5 and a half years experience in the service industry (3.5 at Monahan's, 2 at Jimmy John's) which lends experience in the consideration of the ethical treatment of human beings (and other humans' failure to have such considerations, at times) Experience working with REDY, facing questions of the ethics of representation and community participation
I understand that appointment to a City of Ypsilanti board or commission requires regular attendance at board meetings.	Yes
I hereby certify that all of the information above is true.	Yes

Citizen Advisory Boards and Commissions Participation Resume

The people of Ypsilanti are involved in their City government and are an important part of the community's achievements. Individuals interested in receiving more information in regards to serving on an advisory board or commission are invited to contact the City Clerk's Office at 734-483-1100. Alternatively, citizens who would like to participate can submit their information in the form below.

Name	Jane Schmiedeke
Email Address	[redacted]
Address	[redacted]
City	Ypsilanti
State	MI
Zip Code	48198
Phone Number	[redacted]
Fax Number	*Field not completed.*
Number of Years in the Community	63`
Ward You Live In	3
Education	B.S. University of Wisconsin
Occupation	retired
Employer	*Field not completed.*
Are you applying for youth membership?	No
I would like to be considered and could devote sufficient time to serve on the following board or commission:	Historic District Commission
Party Affiliation	*Field not completed.*

	Field not completed.
Why are you interested in serving on these boards/commissions?	I am interested in continuing to serve on the Historic District Commission.
Work/volunteer experience related to the board or commission:	38 years on HDC
I understand that appointment to a City of Ypsilanti board or commission requires regular attendance at board meetings.	Yes
I hereby certify that all of the information above is true.	Yes

Resolution No. 2019-001
January 9, 2019

RESOLVED BY THE HUMAN RELATIONS COMMISSION OF THE CITY OF YPSILANTI:

Requesting Council to appropriate $5,000 to the Human Relations Commission for effective operation of the Commission and to meet strategic goals per 9.02 of the City Charter.

OFFERED BY: Commissioner Jones-Darling

SUPPORTED BY: Commissioner Choudhuri

YES: 6 NO: 0 ABSENT: 1 (Browning) VOTE: Carried

I do hereby certify that the above resolution is a true and correct copy of Resolution 2019-001 as passed by the Ypsilanti Human Relations Commission, at their meeting held on January 9, 2019

____

Andrew Hellenga, Deputy City Clerk

TRAIN PLATFORM TOWN HALL
SENIOR CENTER – 1015 N. CONGRESS
YPSILANTI, MI 48197
TUESDAY, JANUARY 15, 2019
7:00 p.m.

I. PRESENT –

Mayor Bashert, Mayor Pro-Tem Richardson, Council Member Brown, Council Member Symanns, Council Member Wilcoxen, Council Member Morgan, State Representative Ronnie Peterson, County Commissioner Ricky Jefferson, Joe Taylor Assistant to Rep. Ronnie Peterson, Economic Development Director Joe Meyers, Community Development and DDA Director Christopher Jacobs, City Manager Darwin McClary, City Clerk Frances McMullan

II. NOTES –

- There has not been a train stop in Ypsilanti since the early 1980s.
- 2013 ridership study done showed an increase need in resources.
- I 2015 OHM brought in to develop a concept for the train platform
- In 2016 a public announcement of rail study released.
- In 2016 the study was placed on hold.
- There was a discussion in 2018 to continue the process and in August of that year the study was reinitiated.
- The audience shared several question/concerns including;
    - Parking in Depot Town and potential solutions.
    - Potential ridership and where it would come from.
    - Potential mechanisms for funding.
    - Possibility for a commuter rail to stop in Ypsilanti.
    - What entity would make the final decision on the location of the train stop?
    - If the train from Chicago to Detroit would stop in Ypsilanti.
    - If a train stop is developed it would need to be well lit and maintained.
    - Who would determine the cost to ride? What would be the cost?
    - About how long would it take for the City to realize value of the stop?
    - What are the outreach plans for the community as whole concerning this project?
    - Will the city assess a millage to fund this project?
    - Who wants the train and why? Has a study been completed to gain information from the community?
    - How frequent would commuter rails stop?
    - Will Ypsilanti see any revenue kickback from Amtrak?
    - Suggested a parking shuttle from Water Street for the train.
    - The city should examine the possibility of a covered platform.

- The Town Hall ended at 8:30 p.m.
- Meeting Facilitator – Diana Wong, Sensei Change Associates

REQUEST FOR LEGISLATION
March 6, 2018

To: Honorable Mayor and Ypsilanti City Council

From: Darwin D. P. McClary, City Manager

Subject: CITY COUNCIL 2017-18 GOALS AND BUDGET PRIORITIES

SUMMARY & BACKGROUND:

In January and February, the city council completed its goal setting process. The council initially identified a serious of goals and objectives related to the sustainability categories of SOCIAL, ECONOMIC, AND ECOLOGICAL. Five council members prepared lists of their priority goals and objectives for the February 20 council meeting, and council requested that the City Manager compile a final list of priorities, as well as those that can be removed from the list of goals.

Based on the direction provided by council, the City Manager identified the council's priorities by reviewing each council member's priority list and determining which goals and objectives were selected by at least 3 council members. The results are as follows:

SOCIAL – Goal #1 – Improve Working Condition, Morale, and Staff Relationships with City Government

- Add staff in the public safety area (police department, fire department, public safety) (4)

SOCIAL – Goal #2 – Enhance Communication between City Government and Residents

- Evaluate technology to enable high-quality live-streaming of City Council meetings (3)

SOCIAL – Goal #3 – Enhance Performance of Public Safety Functions

- Hire 1-2 more police officers and 1-2 more firefighters (4)
- Hire more employees in order to help the city with code enforcement and with building inspections (4)
- Enhance training for public safety employees (3)

ECONOMIC – Goal #4 – Balance the Budget for the Next Fiscal Year

- None

ECONOMIC – Goal #5 – Make Progress on Longer-Term Fiscal issues Confronting City

- Look into municipal management software as a technology upgrade, with a goal of saving on labor costs, improving communication, and reducing use of Iron Mountain storage (3)

ECOLOGICAL – Goal #6 – Address Ecological Issues Facing the City

- Move recycling center as a way to open more grant options for the city (4)
- Give more TLC to the park system (5)

Some council members prepared their own final list of goals and objectives that did not follow the format previously prepared by council. The City Manager attempted to place them in the appropriate categories if possible.

The City Manager recommends that the city council remove all draft goals and objectives that were not selected by at least 3 council members. Attached is a copy of the tally sheet of the goals and objectives for the information of council.

PREVIOUS COUNCIL ACTION: January/February 2018 – City council discussed and prioritized goals and objectives and budget priorities.

FINANCIAL IMPACT: To be determined

RECOMMENDED ACTION: Approve the city council 2018-19 goals, objectives, and budget priorities as presented.

ATTACHMENTS: Goals and Objectives Tally Sheet

CITY MANAGER APPROVAL: DDPM **COUNCIL AGENDA DATE:** 03/06/18

CITY MANAGER COMMENTS: Approve the goals, objectives, and budget priorities as presented.

FISCAL SERVICES DIRECTOR APPROVAL: ____________________

As Amended
Resolution No. 2018 - 026
February 6, 2018
(postponed)
February 20, 2018
March 6, 2018

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, Section 5.02 of the City of Ypsilanti Charter requires the city council to instruct the City Manager concerning the priorities of the City that the budget for the next year must address; and

WHEREAS, to comply with the city charter, the city council undertakes a goal setting process annually to identify its goals, objectives, and budget priorities; and

WHEREAS, the city council has identified its goals, objectives, and priorities for ensuing Fiscal Year 2018-19;

NOW THEREFORE BE IT RESOLVED BY THE CITY OF YPSILANTI that the city council does hereby instruct the City Manager to address the following priorities of the city in preparing the proposed budget for Fiscal Year 2018-19:

SOCIAL SUSTAINABILITY – Goal #1 – Improve Working Condition, Morale, and Staff Relationships with City Government

- Add staff in the public safety area (police department, fire department, public safety)
- Find ways to increase compensation for city employees, both those who are bargained for and those who are not

SOCIAL SUSTAINABILITY – Goal #2 – Enhance Communication between City Government and Residents

- Evaluate technology to enable high-quality live-streaming of City Council meetings

SOCIAL SUSTAINABILITY – Goal #3 – Enhance Performance of Public Safety Functions

- Hire 1-2 more police officers and 1-2 more firefighters
- Hire more employees in order to help the city with code enforcement and with building inspections
- Enhance training for public safety employees

ECONOMIC SUSTAINABILITY – Goal #4 – Make Progress on Longer-Term Fiscal Issues Confronting City

- Look into municipal management software as a technology upgrade, with a goal of saving on labor costs, improving communication, and reducing use of Iron Mountain storage

- Develop parking strategy to provide more parking spaces in downtown areas, generate more revenue from parking, and provide funding for comprehensive study of parking downtown

ECOLOGICAL SUSTAINABILITY – Goal #5 – Address Ecological Issues Facing the City

- Move recycling center as a way to open more grant options for the city
- Give more TLC to the park system

OFFERED BY: Council Member Vogt

SUPPORTED BY: Mayor Pro-Tem Brown

YES: 7 NO: 0 ABSENT: 0 VOTE: Carried

I do hereby certify that the above resolution is a true and correct copy of Resolution 2018-026 as passed by the Ypsilanti City Council, at their meeting held on March 6, 2018.

____

Frances McMullan, City Clerk

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

105 Pearl Street
Ypsilanti, MI 48197
(734) 481-1234
Fax (734) 483-3871
www.barrlawfirm.com
e-mail: jbarr@barrlawfirm.com

John M. Barr
Karl A. Barr

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

MEMORANDUM

To: **Hon. Mayor and City Council**
From: **John M. Barr, Ypsilanti City Attorney**
Date: **January 16, 2019**
Re: **City Attorney overview**

The office of the Ypsilanti City Attorney is created by City Charter:

4.07. Legal officer.

There shall be a legal officer of the City appointed by the City Manager subject to confirmation by the City Council and not subject to the requirements of the merit system. The legal officer shall serve as chief legal adviser to the Council, the Manager, and all City departments, offices, and agencies, shall represent the City in all legal proceedings, and shall perform any other duties prescribed by State law, by this Charter, by ordinance, or by resolution.

The City Attorney also attends City Council meetings and provides legal advice to the Mayor and City Council, City Manager and all city departments, department heads and boards and commissions on request. The City Attorney is the FOIA coordinator and supervises all FOIA requests and replies. The City Attorney also serves on the Election Commission, acts as City Council parliamentarian and prepares legislation and research as required. Training is developed and presented to city staff and officers as requested.

Our office is at 105 Pearl Street, corner of North Huron Street, one block north of Ypsilanti city hall.

City Attorney staff includes attorneys John M. Barr, Karl A. Barr, Jesse O'Jack, paralegal Jennifer Healy and assistants Ashlee Roberts and Elizabeth Taylor.

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

105 Pearl Street
Ypsilanti, MI 48197
(734) 481-1234
Fax (734) 483-3871
www.barrlawfirm.com
e-mail: jbarr@barrlawfirm.com

John M. Barr
Karl A. Barr

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

The goals of the office of the City Attorney are to provide excellent legal advice and service to the city.

City of Ypsilanti
Clerk's Office

Memorandum

To: Mayor and City Council
Darwin McClary, City Manager

From: Frances McMullan, City Clerk

Date: January 16, 2019

Subject: 2019-2020 and 2020-2021 Department Goals

Mayor, Council, City Manager:

This correspondence is to inform you of the City Clerk's Department priorities for the next year.

Goal #1 – Stabilization of Personnel / Full Office Staff

Our office is currently understaffed and it requires overtime on a constant basis from the Deputy City Clerk, who oftentimes covers the counter duties, normally done by the Treasurer.

I am requesting that the reorganization of the Treasury Division be determined so that either an Accountant or Deputy Treasurer can be hired; and that the part-time Commission Secretary be filled. This will reduce the overtime and allow the department to properly function.

Goal #2 – Implementation of the iCompass Agenda Management System including live-streaming

Goal #3 – Implementation of Administrative Hearings Bureau Case Management System

Staff was been working to develop a records management tool with SolidCircle to improve AHB processes. The tool will assist in minimizing clerical errors, ensure efficiency in the processing of liens, and minimize departmentalization of AHB records.

The software will update all AHB files in real time, and easily create both hearings orders and lien documents while providing staff reminders when said documents need to be filed with the county. Staff is currently up to date with the filing of liens. However, through automation this software will increase the effectiveness of the Hearings Bureau and avoid potential backlogs as seen in the past.

Goal #4 – Successful 2020 Presidential Primary Election

Our goal is to properly implement changes made to the election process through Ballot Proposal 18-3 (same day voter registration, no reason AV ballots, and military and overseas voting). Election inspectors will need to be provided additional training to ensure for compliance with new law.

Increase recruitment initiatives for election inspectors to facilitate voting day efficiency and minimize inspector fatigue on Election Day.

Increases wages for election inspectors to be in line with the prevailing wage ordinance, and to remain competitive with surrounding communities.

Goal #5 – Review and improve medical marihuana facilities application process, through collaborative efforts with city staff.

Goal #6 – Improve training process of Board and Commission members, and work in concert with the Mayor to improve tracking and achieve full membership.

Frances McMullan, City Clerk

City of Ypsilanti

Fire Department

MEMORANDUM

To: Darwin McClary, City Manager

From: YFD Administration

Date: January 17, 2019

Subject: Fire Department Goal Setting

Mr. McClary,

The following memorandum overall describes the City of Ypsilanti Fire Department goals for the 2019-20 Fiscal Year. I will first provide a brief overview of our department and later discuss our department's priority goals.

Overview of the YFD:

The City of Ypsilanti Fire Department seeks to provide the highest quality fire service, Emergency Medical Services and education to the community we serve. We strive to meet the National Fire Protection Standard 1710 requirement of responding to an emergency within four minutes or less.

I have prioritized the following goals into two categories: Fire Prevention and Fire Suppression.

YFD Priority Goals:

Fire Prevention:

1. Improve our fire prevention activities.
    a. I propose that there are three ways to accomplish this:
        i. Promote qualified personnel to Fire Marshal.
        ii. Create an Inspection Division.
        iii. Have the Chief perform fire code compliance activities.

Fire Suppression:

1. To increase staffing in order to meet the requirements of the 2018 SAFER award.
    a. There must be a total of 19 fire suppression personnel before the Period of Performance can begin (February 13, 2019- February 12, 2022). When fully staffed, the department will have a total of 21 in fire suppression. This means that there will be seven personnel per shift with a minimum staffing of four. This is the highest staffing level within the department since 1987.
        i. If these staffing levels are maintained, it will significantly reduce overtime. I would propose that this will save the city over $50,000 annually.

2. Enhance the Automatic Aid Agreement by combining training between the three departments: Ypsilanti City, Ypsilanti Township and Superior Township.
    a. We currently cross train with these departments but these trainings are very minimal. It is my goal to have training more frequently.

3. Maintain our cost recovery.
    a. We currently can charge up to $150 per accident.

4. Meet our obligations with county level specialty teams.
    a. Fill current vacancy with county HAZMAT team.
    b. Increase Technical Rescue Team (TRT) by one.

5. Maintain diversity within the workforce.
    a. The YFD currently reflects the demographics of the city.
        i. The Civil Service Commission ensures that there are diverse candidates on the eligibility list.

Thank you,

Ken Hobbs
Interim Chief

Fiscal Department

FY 2018-19 Goals and Accomplishments

- Purchase and install purchase order program. The program is up and running.

- Apply for the Distinguished Budget Presentation Award for FY 2018-19 Budget. Submitted the application to GFOA on September 2018.

- Apply for the Certificate of Achievement for Excellence in Financial Reporting for the FY 2017-18. Submitted the application to GFOA on December 2018

- Prepare RFP for independent auditor. Awarded the Audit bid to Rehmann Robson for the full audit and to Clark Schaefer Hackett for the CAFR Audit.

FY 2019-2020 Goals

Accounting

- Continue to collaborate with the universities by allowing students to participate in the City internship program.

- Apply for the Distinguished Budget Presentation Award to the Government Finance Officers Association for the City's FY 2019-20 Budget. If awarded, this would be the 6th consecutive year of GFOA budget award.

- Apply for the Certificate of Achievement for Excellence in Financial Reporting to the Government Finance Officers Association for the City's FY 2018-19 Comprehensive Annual Financial report. If awarded, this would be the 12th consecutive year of GFOA Certificate of Achievement for Excellence in Financial Reporting.

- Fill the Finance Director/Treasurer and Deputy Finance Director/Deputy Treasurer positions

Treasury

- Hire and train the Accountant position.

Assessing

Maintain assessment records; input and sketch inspected field work

Complete ECF and Land analysis

Complete personal property canvas, input new accounts and send out assessment notices

Input returned personal property statements

Conduct March, July and December Board of Review

F:\USER\FINANCE\Goals & \Fiscal Services 2018-19.docx

HUMAN RESOURCES GOAL SETTING

City of Ypsilanti, Michigan

January 22, 2019

Human Resources Department

- **MISSION**
  - The Human Resources Department mission is to provide quality service to employees and retirees, meeting their needs in employment, benefits, training, and safety while maintaining our city's policies and procedures.
- **VISION**
  - The Human Resources department aspires to build partnerships with employees at all levels and to create a culture of value for all employees. This culture encourages and rewards exceptional performance and continuous improvement, fosters teamwork, and supports balanced attention to work. The department will provide services of high quality while creating a healthy professional environment that fosters respect for both diverse perspectives and a service orientation.

Human Resources Department

- **VALUES**
- **Celebrate Teamwork:** Encourage the diversity of thoughts, experiences, and backgrounds and celebrate participation and partnership in all endeavors.
- **Encourage Communication:** Solicit the input of others and strive for transparency and inclusiveness.
- **Professional and Accountable**: Adhere to high professional standards of quality, competency and conduct. Act with honesty and integrity. Remain current in professional practice. Accessible to answer to stakeholders for results in accordance with policies, standards, commitments and principles. Document, measure and report performance and evaluate program effectiveness.
- **Respectful**: Considerate, thoughtful and engaged in manner and approach. Exercise the considered judgment of trusted advisors.
- **Champion Employee Development:** Committed to maximizing the potential of every individual and to support and promote the City as a learning organization.
- **Model Leadership:** Lead by example and advocate equitable treatment in our behaviors, policies, and practices.
- **Produce Quality Results:** Believe those we serve deserve excellent service, a safe, productive, and healthy work environment, and quality results.
- **Promote Honesty, Integrity, and Trust:** Honor commitments and conduct business in a manner that promotes fairness, respect, honesty, and trust.

Human Resources Department

- **GOALS AND OBJECTIVES**
  - ***Goal #1 – Boost Employee Morale***
    - ***Objective #1: Prepare and implement an effective and meaningful employee recognition programs.***
    - ***Objective #2: Establish reasonable and competitive employee compensation***
    - ***Objective #3: Develop leaders by creating leadership training and succession plan to develop and identify upcoming leaders in each department. Request a budget for Tuition Reimbursement.***
  - ***Goal #2 – Promote Organizational Diversity and Inclusion***
    - ***Objective #1: Establish employment recruitment program for applicant outreach to minority and diverse populations***

Human Resources Department

- **GOALS AND OBJECTIVES (cont'd)**
  - ***Goal #3 – Promote Positive and Effective Management/Staff Relations***
    - ***Objective #1: Visit with employees at remote locations to hear employee ideas and concerns***
    - ***Objective #2: Re-establish performance reviews***
    - ***Objective #2: Research other communication options for Staff to Management/HR***
  - ***Goal #4 – Conduct Effective Recruitment and Staffing while being responsive to departmental needs.***
    - ***Objective #1: Hire effectively and effectively for all positions that open due to retirements or resignations.***
    - ***Objective #2: Monitor recruitment with tracker to establish a 30 day hire deadline.***

- **GOALS AND OBJECTIVES (cont'd)**
  - ***Goal #5 – Continue Human Resources Departmental Efficiency***
    - ***Objective #1: Reducing paper forms for employee transactions as much as possible***
    - ***Objective #2: Promote compliance with Federal and State Labor Laws***
    - ***Create an FMLA management system/Utilize Incode fully with FMLA tracking***
  - ***Goal #6* – Promote Effective and Efficient Municipal Operations**
    - ***Objective #1: Update job descriptions reflecting current or anticipated job duties and ADA requirements for all current city positions***

Human Resources Department

- **GOALS AND OBJECTIVES (cont'd)**
  - ***Goal #7*** **– Continue Comprehensive Training**
    - ***Objective #1: Using and updating the created training matrix for all job positions***
    - ***Objective #2: Schedule annual training based on training matrix***

HUMAN RESOURCES BUDGET – 101-270

- ## HIGHLIGHTS
  - **Staffing**
    - Requesting FT HR Assistant (FY 19/20)
      - PT HR Assistant starting end of January. Retention has been difficult for the role as the previous two left after only 30 days. One received a promotion at their FT role and the other was retired, but needed to take care of their ill mother.
      - FT will have even more time to provide the same level of quality HR service while I am visiting other locations, in meetings, and/or if I am to ever find my self on leave. The department would have someone fully trained in all practices and policies.
      - FT position will be more stable to attract a candidate who wants to build their career at the City instead of as a stepping stone.
      - FT HR Assistant will also assist me in long term projects and tasks so I can look at bigger picture items for the City's strategies.
  - **Salaries**
    - Assume salary or wage increases for next two FY's
  - **Benefits**
    - Assume 15% increase in health care premiums; will re-evaluate and adjust when consultants provide projections

CITY MANAGER BUDGET – 101-172
HUMAN RESOURCES BUDGET – 101-270

- HIGHLIGHTS (cont'd)
  - **Operating Expenses**
    - Contractual Services in Human Resource Department includes all pre-hire testing for additional staffing.
    - Professional Development provides for the attendance at the Michigan Society of Human Resources Management annual conference and other conferences, workshops or seminars
    - Memberships and Dues provides for SHRM and MPLERA membership

QUESTIONS?

City of Ypsilanti
Police Department

Memorandum

To: Darwin McClary, City Manager

From: Chief A. DeGiusti

Date: January 15, 2019

Subject: 2019 Department Goals

Sir,

This correspondence is to inform you of the Ypsilanti Police Department Goals for this year. I have not listed it here but obviously our main and constant goal is to provide the absolute best possible police service with the resources provided. The safety and wellbeing of our community is our highest priority.

Goal #1 – Stabilization of Personnel / Appropriately Assign the Work

At our current staffing levels we have an inordinate amount of overtime on a constant basis. This leads to turn over and officer burn out. We are in a constant struggle to maintain our budgeted numbers for several reasons. 1- We hire the very best people we can find and train them very well. Coupled with the level of experience that an Ypsilanti Officer gains in short period of time makes them a highly qualified candidate and many departments actively recruit from us. 2- When talking with Officers that have left the department the number one reason for leaving is that there is too much overtime. Time off is important, especially to our younger generation of officers and they are the ones that get ordered for the bulk of the overtime. 3- The shift work along with the case load is overwhelming. Because our staffing is so low it requires Patrol Officers to carry a case load. This work should be done by a Detective with the time and skills required to efficiently and effectively investigate a crime.

Two years ago the department was budgeted for 32 Officers. Unfortunately there were two cuts that year. One mid-year budget adjustment and then an additional cut at the end of the budget year. At that time Mayor Edmonds asked me if we could manage with 26 Officers. My response at that time was that we could do so in the very short term with serious cuts to services, but that was not sustainable going forward. It was hopeful at that time that the Water Street Millage and Washtenaw County Mental Health and Public Safety Millage would be passed and the Police Department would feel some relief with the additional funding. As you know both of those initiatives did pass, but unfortunately we only gained 2 of the 6 positions back last year. Additionally, we were required to fill the DDA funded Downtown Officer which did not provide any relief for the Road Patrol.

The net result is that over the past year we have lost 4 officers to other departments and one officer transferred to Code Enforcement. In addition to these 5 I have knowledge that two additional officers are in the final stages of the hiring process in two other police departments. This type of turnover is devastating in many ways. 1- Most employees give a two week notice when they resign, but it takes literally months to prepare a new officer to work solo patrol. 2- Constantly training new personnel adds to the work that the veteran officers must negotiate. They still have to answer calls for service, maintain their case load and then be responsible for training. 3- Constantly training new people is costly to the organization. 4- The level of experience department wide diminishes. This will soon be compounded by no less than 4 officers that will leave in the next two years due to retirement and end dates to their Drop Programs. Three of those positions are Lieutenants which then leaves personnel that lack the needed experience to fill Command Positions.

I will be again requesting the addition of 6 Officers to the department. This will give us the coverage on the road that we need and enough support staff to try and remove some of the burdens carried by the patrol officers. In this way we can try to reverse the turn over problem and gain proper functions that will enhance the services to the community.

Goal #2 – MACP Accreditation

We started this process this year and had been progressing relatively well until Lieutenant Gress (who was the Accreditation Manager) retired and took a job in Colorado. Other issues at the department have taken priority as of late so we stalled just a bit on this project. Again, we are limited to the time available since there are only two administrators for the department that oversees Police Operations, the Detective Bureau, Code Enforcement and Parking Enforcement. Since there is a time limit attached to this process I have re-prioritized it and it will have dedicated/scheduled time going forward. We still anticipate that we will receive our accredited status this time next year.

Goal #3 – IACP "One Mind" Campaign

Interaction between Police Officers and individuals with mental illnesses is increasing in frequency and there are many concerns about those interactions. The International Association of Chiefs of Police has developed a program to encourage departments to improve their ability to deal with these scenarios. The goal is to ensure successful interactions between Police Officers and persons affected by mental illness so that those people can get the help they so desperately need. There are four requirements that need to be met and must be completed within 12 to 36 months from the time that the department pledges to the program. 1- Establish a clearly defined and sustainable partnership with one or more community mental health organization(s). 2- Develop and implement a model policy addressing police response to persons affected by mental illness. 3- Train and certify 100% of your agency's sworn officers in Mental Health First Aid or other equivalent mental health awareness program. 4- Provide Crises Intervention Team training to a minimum of 20% of your agency's sworn officers.

This initiative will be challenging, but we feel that this is an area that would pay high dividends considering the frequency and volatility of these incidents. To date only 5 police departments in the state (Auburn Hills, Battle Creek, East Pointe, Richfield and Midland) have pledged and only Midland PD has completed all of the requirements.

I realize that three goals does not seem very aggressive, however, each of them is a monumental task. Goals 2 and 3 will have some costs, but will be extremely manageable. Goal #1 is the most expensive, but equally it is the most important. I am extremely familiar with the fiscal issues in the city and that there are many needs to consider. However, public safety and the women and men that perform that function should be the priority. Perhaps during the coming budget sessions the City Council would reconsider the funding provided through the Mental Health and Public Safety Millage and use it for Police staffing. I realize that the millage is only for 8 years and may not be renewed. However, the need is right now and we can manage that issue when the time comes.

Although you did not ask for a formal department goals proposal I wanted to make you aware of what we are thinking so that you would be prepared for next week when we are at the City Council Goals Session.

If I can be of service to you or if you would like to further discuss any of these goals please feel free to call on me.

A. DeGiusti
Chief of Police

Department of Public Service

The Department of Public Services (DPS) is dedicated to serving the citizens of this city in an equitable and knowledgeable manner which adds value. Our mission to continue working with other city and like entities comparing, collaborating, and training to insure the best quality of service as the City's Public Service Dept.

Responsibilities include: Maintaining Streets and right-aways, Storm Drain, City owned and operated infrastructure, facilities and buildings, tree service, park maintenance, recycling, composting.

DPS we Respond to Emergencies, we Inspect Sidewalk, we Remove Snow, Special Event Adjuster/Advisors working in a cooperative, organize way.

DPS (2018-19)

#Goal 1 Improve working condition, morale, and staff relationship with City Government

Priorities

Pay increase to correct discrepancies, where staff working diligently and leading/managing are paid less than the staff they manage. This eliminates problems moving forward.

Promote to fill in for work load increase.

Hire to replace personnel that have left and jobs vacated.

Setting examples of work ethic, professionalism in work place.

Complete Road Project Centered around traffic calming.

Goal 3

Continue to cross train and certify personnel in every viable area of operations.

Continue to develop personal training in communication.

DPS (2019-20)

Priorities

Restore Parks to better Standard, working with community and sharing feasible ideas. Our Parks are a natural attraction for our city.

We are working on a recycle grant to possibly develop a commercial route, due to the growing number of commercial participants.

City of Ypsilanti

Pride. Diversity. Heritage.

Department of Community and Economic Development

CITY OF YPSILANTI, MI

1/18/19 COUNCIL RETREAT

Overall Functions

- **Planning and Development Department**
- **Building Department**
- **Community and Economic Development Department**

Planning and Development Department

- **Planning Commission**
  - Non-motorized Committee
  - Housing Sub-committee
- **Zoning Board of Appeals**
- **Historic District Commission**
- **Geographic Information Systems**

Building Department

- **Rental Inspections**
- **Dangerous Buildings Inspections**
- **Building Inspections**
  - Building Permits
  - HVAC Permits
  - Electrical Permits
  - Plumbing Permits

Community and Economic Development Department

- **Parks and Recreation Commission**
- **Economic Development Corporation**
- **Downtown Development Authority**

2018 Developments

- Ozone House Development
- Thompson Block Redevelopment
- Water Street trail remediation
- Bell Kramer Environmental
- Robert Gillette Building (Smith Furniture)
- Back Office Studio
- Riverside Park Accessible Playground

2018/19 Projects

- Parking Strategy Completion and Implementation
- Lane Reduction Study for Huron, Hamilton, Washtenaw and Michigan Avenue
- Sustainability Plan Creation and Master Plan Revision
- Increased Dangerous Buildings Enforcement/Demolition by Neglect
- Demolition of 448 S. Huron St
- Parks and Recreation Plan update
- Redevelopment Ready Communities Re-Certification
- Community Benefits Ordinance Implementation
- Public Participation Plan Implementation
- Business License Ordinance/New Process Implementation

Council Process for Contacting Department

<u>Building Department</u>

Joe Meyers, Director of Economic Developent

Frank Daniels, Building Department Manager

John Roe, Compliance and Housing Inspector

Vic Babowicz, Housing Inspector

Kurt Weiland, Building Official (contracted from Pittsfield Township)

Jenni Wennerberg, Building Department Secretary

Kacey Pritchard, Part-time Building Department Secretary

Please reach out to Frank Daniels at fdanielsjr@cityofypsilanti.com or 734482-1025 and CC Joe Meyers at jmeyers@cityofypsilanti.com with questions.

Council Process for Contacting Department

<u>Community and Economic Development Department</u>

Joe Meyers, Director of Economic Development, jmeyers@cityofypsilanti.com

Christopher Jacobs, Community Development Manager cjacobs@cityofypsilanti.com

Bonnie Wessler, City Planner, bwessler@cityofypsilanti.com

Cynthia Kochanek, Preservation Planner Ckochanek@cityofypsilanti.com

Elize Jekabson, DDA Coordinator ejekabson@cityofypsilanti.com

Please reach out to the respective employee with questions and CC Joe Meyers.

What did the YDDA accomplish in 2018?

YDDA's leadership has evolved substantially over 2018, in fact, over half the board is new including our Mayor, Vice Chair, Treasurer, and Executive Director. Despite all of that change, YDDA was busy as ever with streetscape beautification, façade and building rehabilitation grants, and special events. At least 20 new businesses have opened among the districts in this time and substantial private investment has helped halt property value deterioration and make our downtowns vibrant places to live, work, and play. Six façade and building rehabilitation projects were completed in 2018 and 8 more are planned for 2019, which includes $300,000 from MEDC, over $1,000,000 in private investment, and roughly $120,000 from YDDA. One of the most noteworthy accomplishments was Cross Street being recognized as one of the "Great Streets of America" by the American Planning Association. For a complete report of YDDA's 2018 accomplishments please visit: https://www.ypsilantidda.org/wp-content/uploads/2019/01/2018-YDDA-ANNUAL-REPORT-FINAL.pdf

DDA Priorities for the next two Years

1. Partnership with the City to help finance and manage parking solutions in each of the districts, particularly Depot Town where Amtrak and Thompson Block developments provide incredible opportunities and challenges

2. Streetscape Beautification through seasonal flower beds, hangers, weeding, and holiday decorations

3. Special Events and Incentives that support economic development in the districts

4. Façade and Building Rehabilitation grants to mitigate property value deterioration
5. Leveraging our limited financial resources with state and federal incentives to encourage private investment and economic growth.

6. Infrastructure Investments that support the emerging tech market in Downtown Ypsilanti

7. Engaging the public effectively to identify opportunities and pain points where the DDA could play a proactive role in finding solutions

8. Supporting the public arts and creative community

9. Supporting public safety in the DDA districts through investment in DDA Officer and engagement with stakeholders to address crime.

10. Improving the dumpster program downtown and deploying smart solutions like Big Belly for public trash and recycling in the districts.

Resolution No. 2019-015
January 22, 2019

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: