

1. Council Meeting Agenda

Documents:

[REGULAR COUNCIL - 02 APR 2019 - AGENDA.PDF](#)

2. City Council Packet

Documents:

[REGULAR COUNCIL - 02 APR 2019 - PACKET.PDF](#)



**CITY OF YPSILANTI
REGULAR COUNCIL MEETING
Tuesday, April 2, 2019 @ 7:00 PM
Council Chambers
One South Huron, Ypsilanti, MI 48197**

Page

I. CALL TO ORDER

II. ROLL CALL

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

III. INVOCATION

IV. PLEDGE OF ALLEGIANCE

- A. "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

VI. INTRODUCTIONS

VII. PRESENTATIONS

- A. Eastern Michigan University Update of university news and activities - Vicki Reaume
- B. Interview of Frances McMullan for the Position of City Manager
- C. Interview of Andrew Hellenga for the Position of City Clerk

VIII. PUBLIC COMMENT (3 MINUTES)

IX. CONSENT AGENDA - RESOLUTION NO. 2019-066

- A. Resolution No. 2019-067, approving the Minutes of March 18, and March 19, 2019.

Resolution No. 2019-068, approving Ordinance 1335, Firearms Sales and Commercial Recreational Use. **(Second Reading).**

X. RESOLUTIONS/MOTIONS/DISCUSSIONS

- A. Resolution No. 2019-069, approving the appointment of Frances McMullan as City Manager and Contract of Employment
- B. Resolution No. 2019-070, approving the Articles of Incorporation of the Washtenaw Regional Resource Management Authority
- C. Resolution No. 2019-071, approving an amendment to 2017 Assistance to Firefighters Grant
- D. Resolution No. 2019-072, approving the Memorandum of Understanding between Growing Hope and the City of Ypsilanti regarding the Depot Town Farmers Market
- E. Resolution No. 2019-073, approving the Community and Economic Development Department to Submit the MDEQ Grant Application

XI. LIAISON REPORTS

- A. SEMCOG Update
- B. Washtenaw Area Transportation Study
- C. Urban County
- D. Ypsilanti Downtown Development Authority
- E. Ypsilanti Youth Safety Collaboration
- F. Friends of Rutherford Pool
- G. Housing Equity Leadership Team

XII. COUNCIL PROPOSED BUSINESS

XIII. COMMUNICATIONS FROM THE MAYOR

XIV. COMMUNICATIONS FROM THE CITY MANAGER

XV. COMMUNICATIONS

A. **NOMINATIONS**

HRC

Sam Jones-Darling (Reappointment)
210 Brown Hall
Ypsilanti, MI 48197

XVI. PUBLIC COMMENT (3 MINUTES)

XVII. REMARKS FROM THE MAYOR

XVIII. ADJOURNMENT

- A. Resolution No. 2019-074, adjourning the City Council meeting.



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VIII. PUBLIC COMMENT (3 MINUTES)

IX. CONSENT AGENDA - RESOLUTION NO. 2019-066

March 19, 2019.

Resolution No. 2019-068, approving Ordinance 1335, Firearms Sales and Commercial Recreational Use. **(Second Reading).**

[Resolution No. 2019-066 - Pdf](#)

[Resolution No. 2019-067 - Pdf](#)

[Resolution No. 2019-068 and Ordinance 1335](#)

X. RESOLUTIONS/MOTIONS/DISCUSSIONS

- 26 - 36** A. Resolution No. 2019-070, approving the appointment of Frances McMullan to City Manager and contract of employment.
[Resolution No. 2019-069 - Pdf](#)
- 37 - 61** B. Resolution No. 2019-070, approving the Articles of Incorporation of the Washtenaw Regional Resource Management Authority
[Resolution No. 2019-070 - Pdf](#)
- 62 - 63** C. Resolution No. 2019-071, approving an amendment to 2017 Assistance to Firefighters Grant
[Resolution No. 2019-071 - Pdf](#)
- 64 - 69** D. Resolution No. 2019-072, approving the Memorandum of Understanding between Growing Hope and the City of Ypsilanti regarding the Depot Town Farmers Market
[Resolution No. 2019-072 - Pdf](#)
- 70 - 113** E. Resolution No. 2019-073, approving the Community and Economic Development Department to Submit the MDEQ Grant Application
[Resolution No. 2019-073 - Pdf](#)

XI. LIAISON REPORTS

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XIV. COMMUNICATIONS FROM THE CITY MANAGER

XV. COMMUNICATIONS

114 - 115

A. **NOMINATIONS**

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210 Brown Hall

Ypsilanti, MI 48197

[Sam Jones Darling App](#)

XVI. PUBLIC COMMENT (3 MINUTES)

XVII. REMARKS FROM THE MAYOR

XVIII. ADJOURNMENT

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- A. Resolution No. 2019-074, adjourning the City Council meeting.
[Resolution No. 2019-074 - Pdf](#)



Resolution No. Resolution No. 2019-066
April 2, 2019

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

That the following items be approved:

1. **Resolution No. 2019-067, approving the minutes of March 18, and March 19, 2019.**
2. **Resolution No. 2019-068, approving Ordinance No. 1335, Firearms Sales and Commercial Recreational Use. (Second reading)**

OFFERED BY: _____

SECONDED BY: _____

YES: NO: ABSENT: VOTE:

This resolution is adopted by the Council of the City of Ypsilanti and approved by the Mayor this
2 day of April 2019

#Resolution No. Resolution No. 2019-066



Resolution No. Resolution No. 2019-067

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

THAT the minutes of March 18 and March 19, 2019 be approved.

OFFERED BY: _____

SECONDED BY: _____

YES:

NO:

ABSENT:

VOTE:

This resolution is adopted by the Council of the City of Ypsilanti and approved by the Mayor this day of

#Resolution No. Resolution No. 2019-067



Draft

**CITY OF YPSILANTI
COUNCIL SPECIAL MEETING AGENDA
CITY COUNCIL CHAMBERS
ONE SOUTH HURON STREET, YPSILANTI, MI 48197
MONDAY, MARCH 18, 2019
7:30 A.M.**

I. CALL TO ORDER -

The meeting was called to order at 7:30 a.m.

II. ROLL CALL -

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

Mayor Pro-Tem Richardson moved, seconded by Council Member Morgan to excuse the absences of Council Members Murdock and Symanns.

On a voice vote, the motion carried, and the absences were 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 Brown, seconded by Council Member Morgan to approve the agenda.

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

VI. INTRODUCTIONS -

Mayor Bashert introduced the following; Acting City Manager Frances McMullan and Acting City Clerk Andrew Hellenga.

City Council Meeting
March 18, 2019

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VII. PUBLIC COMMENT –

1. Anthony Bostick, 1017 Zephyr, spoke in favor of Brad Holman being appointed as Department of Public Services Director. He stated he worked for DTE and Mr. Holman was very helpful in identifying where gas lines were located.
2. Lee Tooson, 107 Middle, supported appointing Frances McMullan as permanent City Manager and Andrew Hellenga as permanent City Clerk. He added his continued support for the appointment of Interim Chief Hobbs to permanent Fire Chief. He suggested the Mayor look to improve the little things in the city rather than only concentrate on the bigger issue.
3. Ricky Jefferson, 113 Devonshire, Washtenaw County Commissioner, stated his support for the appointment of Frances McMullan and Andrew Hellenga to City Manager and City Clerk on a permanent basis. He also supports the appointment of Interim Chief Ken Hobbs and Interim Department of Public Services Director to a permanent positions. He understands a process must be followed, but they are the right employees for the positions.

VIII. REMARKS BY THE MAYOR -

V. INTRODUCTIONS -

VI. RESOLUTIONS/MOTIONS/DISCUSSIONS –

1. Resolution No. 2019-056, appointing Frances McMullan as Interim City Manager with full power and authority granted by the City Charter and adjusting pay to reflect increased duties and responsibilities.

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

Whereas, Article IV, Section 4.02 states The City Clerk serve as Acting City Manager during a vacancy or absence in the office of the City Manager until Council designates a different qualified person to perform the duties of the City Manager, whether permanently or on an interim basis; and

Whereas, on March 7, 2019 Darwin McClary resigned as City Manager; and

Whereas, Frances McMullan was appointed Acting City Manager by Council through adoption of Resolution No. 2019-052; and

Whereas, Frances McMullan has competently and diligently fulfilled this role twice prior to this appointment; and

Whereas, Council has complete faith in the abilities of Ms. McMullan to successfully administer the roles and functions of City Manager until the time a permanent City Manager is appointed.

Now therefore be it resolved by the City Council of the City of Ypsilanti, that Frances McMullan be appointed Interim City Manager, with full power and authority as granted by the City Charter, until the time a permanent City Manager is appointed, and her base pay during the time serving as Interim City

Manager is adjusted to reflect her increased duties and responsibility to the level paid the previous City Manager of \$49.038 per hour.

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

Council Member Wilcoxon thanked Ms. McMullan for filling this role multiple times, and being a twelve year veteran of the Clerk's Office. He has complete faith in her abilities and behooves Council to make an adjustment in pay. However, he is not certain if there is any difference in the position of Acting or Interim. He sees this resolution as adjusting pay to reflect the duties of the new position.

Council Member Morgan moved, seconded by Mayor Pro-Tem Richardson to appoint Frances McMullan to City Manager at a permanent capacity.

Council Member Brown asked if an Attorney Opinion is needed to move forward with that motion, and added she is in favor of the appointment. Council Member Morgan responded it well within the legal authority of Council.

Mayor Pro-Tem Richardson stated while attending a Michigan Municipal League (MML) conference in Washington D.C. she was approached by MML Executive Director Dan Gilmartin. She explained Mr. Gilmartin was aware the former City Manager had resigned and asked if Ms. McMullan was appointed as Interim City Manager. Ms. Richardson stated she informed Mr. Gilmartin Ms. McMullan had been appointed as Interim City Manager and he responded Ypsilanti could not have done any better and Ms. McMullan should be appointed to the position permanently. The President of the Michigan Association of City Managers was also present who stated Council's spend a lot of time searching for City Managers and the search is based on experience. However, he said what is important is the correct effective experience for the specific organization. She added Ms. McMullan was selected as one of fifty women across the state to be trained in leadership by MML. She supports Ms. McMullan and the city could save a lot of both time and money by appointing her to the position permanently.

Mayor Bashert suggested the motion be amended, since a contract has not been negotiated for Ms. McMullan. She encouraged Council Member Morgan to amend his motion.

Council Member Morgan withdrew his motion.

Mayor Pro-Tem Richardson withdrew her second.

Council Member Morgan moved, seconded by Mayor Pro-Tem Richardson to appoint Frances McMullan City Manager subject to contract negotiations.

Council Member Wilcoxon stated does not feel it is appropriate to vote to appoint Ms. McMullan to the position permanently at this time. It may be the likely outcome, and is pretty sure it will be but there are things he would like to review prior to voting. He would like to consult with the City Attorney and it would be courteous to the Council Members not present to wait until they are able to participate in this decision. He would like to table the item until more information is available and all Council Members are present.

Council Member Morgan Called the Question.

With no support the motion to Call the Question fails.

Mayor Pro-Tem Richardson understands the reluctance of Council Member Wilcoxon, but does not believe Council would be out of order to make the appointment. She would have liked a member of the Attorney's Office was present. She would like the motion made in a different way to reflect the need for contract negotiations, as the motion stands she would not be able to support it. Council Member Wilcoxon responded Council needs to give this careful consideration and involve everyone in the process. He does not believe holding this vote in two weeks would not be a hindrance to the city. Ms. Richardson understood. Mayor Bashert suggested the City Attorney draft a resolution that would be legally appropriate. Council Member Brown stated she is not opposed to ensuring all members are able to be a part of conversation. However, during the last City Manager search Council selected a candidate and then began contract negotiations.

Mayor Bashert stated in past processes the community was able to see the resumes of the candidates which promotes transparency. The public has also had the opportunity to meet the candidate and see them before Council. This meeting is only within ten days of losing a City Manager, and this meeting provided little notice and is held at a time that will create little public engagement. Mayor Pro-Tem Richardson responded this meeting had a week's notice, however, it was scheduled for the morning. She understands and agrees with the need of transparency. At the same she would hate to see the city go through a long and expensive search, when those that understand the process have said a search does not always produce the correct candidate. Ms. Richardson stated the city already had the right person in place, and Council is not doing anything to cover up this situation. She is not opposed to the City Attorney drafting a resolution to be on the April 2nd agenda.

Council Member Wilcoxon agreed a long protracted search is not what he is looking for, however, he is still waiting on documents he requested through a FOIA. He would like to have those documents prior to making a decision on this matter.

Mayor Pro-Tem Richardson asked if Council Member Morgan is willing to withdraw his motion. Council Member Morgan stated how business is handled differs from Council to Council. Nothing happening at this meeting is illegal or out of order, and Ms. McMullan has filled into this role well, and he has heard much support for this appointment from the public. He maintains his motion to appoint Ms. McMullan to City Manager at a permanent capacity. He does not see how anything would change in two weeks.

Council Member Morgan Called the question, seconded by Mayor Pro-Tem Richardson.

On a roll call, the vote to Call the Question was as follows:

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

VOTE:

YES: 5 NO: 0 ABSENT: 2 (Murdock, Symanns) VOTE: Carried

On a roll call, the vote to amend Resolution No. 2019-056 was as follows:

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

VOTE:

YES: 2 NO: 3 (Richardson, Bashert, Wilcoxen) ABSENT: 0 VOTE: Failed

On a roll call, the vote to approve Resolution No. 2019-056 was as follows:

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

VOTE:

YES: 5 NO: 0 ABSENT: 2 (Murdock, Symanns) VOTE: Carried

2. Resolution No. 2019-057, adjusting pay of Acting City Clerk Andrew Hellenga commensurate with the job.

IT IS RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI that:

Whereas the City Manager resigned, and the Ypsilanti City Charter provides that the City Clerk become acting city manager when the City Manager is absent, and

Whereas when the City Clerk becomes acting City Manager the Deputy City Clerk becomes acting City Clerk and should be compensated with the rate of pay commensurate with the job,

Now Therefore, pay of Andrew Hellenga shall be adjusted to 37.502 per hour, the present City Clerk pay rate, for the time he is acting City Clerk.

OFFERED BY: Council Member Brown
SECONDED BY: Council Member Morgan

Council Member Morgan stated Mr. Hellenga has his full support as Acting City Clerk and Ms. McMullan has his full support as Interim City Manager. Council Member Brown agreed.

Council Member Wilcoxen stated he has spoken both with Ms. McMullan and Mr. Hellenga about Mr. Hellenga's salary and he is in favor of the increase.

Mayor Bashert stated both Ms. McMullan and Mr. Hellenga cancelled professional training following the resignation of the former City Manager to be present during a key time of transition. She thanked both employees, and explained it was a stressful moment and it helped a lot being present and doing their jobs well.

On a roll call, the vote to approve Resolution No. 2019-057 was as follows:

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

VOTE:

YES: 5 NO: 0 ABSENT: 2 (Murdock, Symanns) VOTE: Carried

VII. PUBLIC COMMENT –

1. Lee Tooson, 107 Middle, stated that Council needs to take an interest in the rules pertaining to the functions of the body, and be able to voice those rules to the public.

VIII. REMARKS BY THE MAYOR -

- She supports the conversation regarding Interim City Manager Frances McMullan with the full support of the city. She appreciates the smoothness in transition so far, which is due to the skills and experience of both employees.

IX. ADJOURNMENT –

Resolution No. 2019-058, 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.

Council Member Wilcoxen moved, seconded by Mayor Pro-Tem Richardson to adjourn the meeting.

On a voice vote, the motion carried and the meeting adjourned at 8:15 a.m.



Draft

**CITY OF YPSILANTI
CITY COUNCIL REGULAR MEETING
CITY COUNCIL CHAMBERS - ONE SOUTH HURON ST.
YPSILANTI, MI 48197
TUESDAY, MARCH 19, 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	Absent
Council Member Morgan	Present	Council Member Wilcoxon	Present
Council Member Murdock	Absent	Mayor Bashert	Present
Mayor Pro-Tem Richardson	Absent		

Council Member Brown moved, seconded by Council Member Morgan to excuse the absences of Mayor Pro-Tem Richardson and Council Members Murdock and Symanns.

On a voice vote, the motion carried, and the absences were 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 Wilcoxon moved, seconded by Council Member Brown to approve the agenda.

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

VI. INTRODUCTIONS –

Mayor Bashert introduced the following; Acting City Clerk Andrew Hellenga, City Attorney John Barr, City Planner Bonnie Wessler, and Community Development/DDA Director Christopher Jacobs.

VII. PRESENTATIONS –

— Peninsular Dam Survey Results – Christopher Jacobs

Community Development Director/DDA Director Christopher Jacobs provided a presentation regarding the public survey regarding the Penn Dam.

Council Member Wilcoxon stated he would like to see the short answers to the questions. Mr. Jacobs responded he would forward the answers to Council.

Council Member Morgan asked what Mr. Jacobs believes was the overall tone of responses indicated by the data. Mr. Jacobs responded the sample size is not truly representative of all thoughts regarding the dam. Those who chose to take the time to answer the questions thoroughly most likely have the most invested in the dam. He suggested rather than characterizing all opinions, use the responses of people most likely affected by what happens with the dam. Mr. Morgan asked how many ways the survey was presented to the public. Mr. Jacobs responded the survey was short answer and multiple choice. There were also a good mix of qualitative and quantitative questions. The city's capacity ability to ask questions in a survey format is limited by the system. For example a question cannot ask for a respondent to priorities items.

Mayor Bashert stated the survey is by no means scientific, but it does give a glimpse into what many people in the city feel not an actual representation. It does provide another tool for residents to reach Council with their opinions.

VIII. AUDIENCE PARTICIPATION/PUBLIC COMMENT -

1. Mark Hergott, 111 Miles, suggested starting small with the train stop to keep the cost low and build upon it. He regrets how staff changes were made and stated Ken Hobbs would make a great Fire Chief. He added he has complete faith in Frances McMullan as City Manager.
2. William Lundy, 502 Madison, spoke in favor of Brad Holman becoming the permanent Department of Public Services Director. He has a deep respect for Mr. Holman and asked Council to consider his appointment.
3. Nicole Bell, 512 Washtenaw, stated she works at Veg O Rama and has made two posts to Ypsi Connect. There are issues with the fire code and trash in the alley next to the business.
4. Ruth Williams, 5933 Willow Bridge, spoke in favor of the appointment of Brad Holman to the permanent Department of Public Services Director.
5. Betty Smith, 564 Madison, spoke in favor of Brad Holman becoming the permanent DPS Director.
6. Reza Rajabi, 110 N. Summit, stated he is trying to get a certificate of occupancy and needed his water heater inspected. He had the water heater inspected by a certified

plumper, but was told the city also needed to inspect it. He waited for the inspector, and when the inspector arrived he was rude, and told him he would fail the inspection.

7. Beverly James, 968 Monroe, stated she attended the meeting regarding roads at the Township Civic Center. She stated she is concerned with the roads by her property, and wants the city to keep it maintained.
8. Tyrone Bridges, former Ypsilanti resident, stated the city needs to improve its hiring practices for minorities for higher level positions. Ken Hobbs should be appointed Fire Chief, Brad Holman should be appointed DPS Director, and Frances McMullan should be the permanent City Manager.
9. Valarie Brown Tooson, 107 Middle, spoke in favor of making the interim employees for Fire Chief, City Manager, and DPS Director permanent. She wished Council Member Brown a happy birthday.
10. Roland Tooson wished Council Member Brown a happy birthday.
11. Ruth Cassidy asked the status of her application to become a Human Relations Commissioner.
12. Lee Tooson, 107 Middle, stated Brad Holman has not received justice. He explained when Mr. Holman was a child he needed an escort to go to school because the white people did not want him to attend the school he was going to. He was denied becoming a firefighter because he is not white. He asked Council to do what they can to ensure Mr. Holman is appointed DPS Director.

IX. REMARKS BY THE MAYOR –

X. ORDINANCES – FIRST READING

Ordinance No. 1335

1. A proposed ordinance to amend the text of Chapter 122 of the Ypsilanti Code of Ordinances. This amendment was heard and recommended by the Planning Commission at their regular February meeting. The proposed ordinance would define and limit firearms sales and related recreational uses, affecting Chapter 122: Article II, Definitions; Article IV, Districts; Article V, Use Regulations.

A. Resolution No. 2019-059, determination

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

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

WHEREAS, the City has an adopted Master Plan that reflects the policy goals of the City; and

WHEREAS, the City has noted an area of the zoning ordinance that calls for increased clarity and consistency with the policy goals of the City; and

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

NOW THEREFORE BE IT RESOLVED THAT the Ypsilanti City Council approve the ordinance entitled Firearms Sales and Commercial Recreational Use.

OFFERED BY: Council Member Morgan

SECONDED BY: Council Member Brown

City Planner Bonnie Wessler provided a summary to why this resolution has been submitted for approval.

Mayor Bashert asked what this ordinance is being modeled. Ms. Wessler responded it is an amalgamation of several different ordinances.

B. Open public hearing

1. Mark Hergott, 111 Miles, stated this ordinance is a waste of time. Guns can be purchased in the townships that surround the city. The ordinance is only signaling virtue.
2. Steve Taylor, 413 Ferris, questions the legality of the ordinance, and city ordinances cannot be more restrictive than the state. He stated the allowed zones are in the periphery of the city, and he would take his business elsewhere.
3. William Lundy, 502 Madison, asked what is meant by define and limit, would that mean define the type of weapon.

C. Resolution No. 2019-060, close public hearing

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

That the public hearing for an ordinance entitled "Firearms Sales and Commercial Recreational Use" be officially closed.

OFFERED BY: Council Member Morgan

SECONDED BY: Council Member Brown

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

Council Member Morgan asked if there are any businesses in the city in which a person could buy or sell firearms. Ms. Wessler responded no. Mr. Morgan asked if there are any firing ranges in the city. Ms. Wessler responded no.

Mayor Bashert asked the City Attorney to clarify the legality of the proposed ordinance. City Attorney John Barr responded there is a case titled the People v Llewellyn, which states when a state takes over a regulation the power is removed from the local government. However, a local government maintains its right of control to where a business can be located through zoning.

Council Member Morgan asked what it would take for a retailer to begin selling firearms in Ypsilanti, and if the city is getting ahead of what could potentially happen. Ms. Wessler responded in the affirmative.

Mayor Bashert stated she is not a fan of not doing something because of the size of its effect. She believes this might have an element of virtue signaling, but it is a reasonable virtue. She added zoning is a tool in order to create regulation, and is in support of the ordinance as written.

Council Member Wilcoxen stated he has many thoughts about this topic. He is not a gun owner, but has many friends who are, and they run the gambit of having their own arsenal to a gun for personal protection. He said staff did a wonderful job in researching this ordinance, he needs to think about this prior to approving this on Second Reading.

On a roll call, the vote to approve Resolution No. 2019-059 was as follows:

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

VOTE:

YES: 4 NO: 0 ABSENT: 3 (Richardson, Murdock, Symanns) VOTE: Carried

Resolution No. 2019-061

XI. CONSENT AGENDA –

1. Resolution No. 2019-062, approving minutes of March 5 and March 7, 2019.

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

THAT the minutes of March 5 and March 7, 2019 be approved.

2. Resolution No. 2019-063, approving ordinance 1332, an ordinance to amend Chapter 114 of the Ypsilanti City Code, entitled "Vehicles for Hire", by adding a new Article IV, entitled "Shared Mobility Devices", to require a franchise permit to offer shared mobility devices for public use in the City of Ypsilanti, to set forth procedures, regulations, and rules, and to provide for penalties. **(Second Reading)**

IT IS RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI that:

An ordinance to amend Chapter 114 of the Ypsilanti City Code, entitled "Vehicles for Hire", by adding a new Article IV, entitled "Shared Mobility Devices", to require a franchise permit to offer shared mobility devices for public use in the City of Ypsilanti, to set forth procedures, regulations, and rules, and to provide for penalties, Be approved on second and final reading.

OFFERED BY: Council Member Wilcoxen

SECONDED BY: Council Member Brown

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

City Council Meeting
March 19, 2019

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XII. RESOLUTIONS/MOTIONS/DISCUSSIONS –

1. Resolution No. 2019-064, approving the agreement with SmartZone Local Development Financing Authority (LDFA)

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, in 2001, the Michigan Economic Development Corporation (MEDC) created eleven separate SmartZones throughout the state, including Ann Arbor/Ypsilanti; and

WHEREAS, the purpose of the Ann Arbor/Ypsilanti SmartZone (LDFA) is to provide capital needed for the facilitation of the commercialization of research products being developed at University of Michigan and Eastern Michigan University and the development of private high technology enterprises that, but for this organization, would be deferred, or located outside of the SmartZone area; and

WHEREAS, The Ann Arbor/Ypsilanti SmartZone LDFA requires a different board composition than originally approved by the previous agreement; and

NOW THEREFORE BE IT RESOLVED THAT the Ypsilanti City Council hereby approves the Ann Arbor/Ypsilanti SmartZone Agreement between the City of Ann Arbor and the City of Ypsilanti.

OFFERED BY: Council Member Brown

SECONDED BY: Council Member Morgan

Council Member Wilcoxon asked if the city is contributing any money to the LDFA. Mr. Jacobs responded no. Mr. Wilcoxon asked for a synopsis of the agreement. Mr. Jacobs responded essentially the tax capture occurs only in the geographical boundaries of the Ann Arbor DDA. Making a long story short the state funds the LDFA, for tech development. The LDFA will now also be able to use its funds for talent development. Meaning Ypsilanti youth could receiving training funded through the LDFA. This resolution concerns the composition of the LDFA Board.

Mayor Bashert stated by speaking with the Ypsilanti members of the LDFA Board she learned about the funding available for the youth of this community. She believes the target will be high school to college students.

Council Member Morgan asked the location of the DDA Districts. Mr. Jacobs responded West Cross, Downtown, and Depot Town. Mr. Morgan responded none of these funds will affect Ward 1. Mr. Jacobs responded no. Mayor Bashert interjected it could help the youth of Ward 1 through training and employment opportunities. She added much of the Downtown is located in Ward 1.

Mr. Jacobs thanked Acting City Manager Frances McMullan for her leadership on these initiatives.

On a roll call, the vote to approve Resolution No. 2019-064 was as follows:

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

VOTE:

YES: 4 NO: 0 ABSENT: 3 (Richardson, Murdock, Symanns) VOTE: Carried

XIII. LIAISON REPORTS –

- A. SEMCOG Update - None
- B. Washtenaw Area Transportation Study – None
- C. Urban County - None
- D. Ypsilanti Downtown Development Authority – Next Meeting Wednesday, March 20th.
- E. Ypsilanti Youth Safety Collaboration – Council Member Morgan stated there will be a meeting on March 21st from 10:30 am until noon at the Riverside Arts Center.
- F. Friends of Rutherford Pool – Mayor Bashert stated the fundraising campaign has been completed and now the group is working out the logistics of the project.
- G. Housing Equity Leadership Team - None

XIV. COUNCIL PROPOSED BUSINESS –

Wilcoxon

- The Sustainability Commission met on March 11th and revised their Penn Dam resolution.
- The Sustainability also forwarded a position state regarding the Washtenaw Regional Resource Management Authority.
- He attended the roads meeting in the Township, which had a good turnout. The main concern from those in attendance is that the budget would be used for what it is intended.

Morgan

- Stated there is a lot of dog feces behind the Rocket and Beezy's in the downtown.
- Family Dollars hours of operation have been inconsistent and residents having difficulty access the store.

Brown

- Stated she attended the funeral of former City Manager Ralph Lange. Ypsilanti's Chief of Police was a Pallbearer, which is a testament to the relationship Mr. Lange had with the employees of this city. Mr. Lange created his own service, including what passages of scripture would be read.

XV. COMMUNICATIONS FROM THE MAYOR –

- Stated lately Council has held special meetings to discuss staffing. The last meeting was held early in the morning, and some of the public might have been unaware. In the interest of transparency, during the meeting Council directed the City Attorney to begin drafting a resolution to begin the process of Frances McMullan becoming the permanent City Manager.

XVI. COMMUNICATIONS FROM THE CITY MANAGER –

- Acting City Clerk Andrew Hellenga stated a prototype of the iCompass Legislative Management software Council Packet will be available for the next Council Meeting. He added that he and Interim City Manager Frances McMullan would be developing a timeline for the full implementation of the software. That would include installation of cameras and training for Council Members.
- He added he is working with iCompass to transfer audio files to fix issues caused by County IT retiring audio files for the city's website.

Council Member Brown stated Interim City Manager Frances McMullan is not present at this meeting because she is in Lansing receiving an award for being a woman in leadership.

XVII. COMMUNICATIONS –

- Ypsilanti Community Utilities Authority Comprehensive Annual Financial Report.
- Sustainability Commission Penn Dam Resolution
- Sustainability Commission Washtenaw Regional Resource Management Authority Position Statement.
- Human Relations Commission Approved Resolution Requesting the Nomination and Approval of Ruth Cassidy as an HRC Commissioner.

XVIII. AUDIENCE PARTICIPATION/PUBLIC COMMENT -

1. Lee Tooson, 107 Middle, stated former City Manager Ralph Lange loved Ypsilanti, and was concerned about what was happening in this City. He suggested once there is a train stop in Ypsilanti a plaque be placed at the site to honor Mr. Lange.
2. Mark Hergott, 111 Miles, stated Ralph Lange's efforts in Ypsilanti were blunted by the Water Street debt.
3. Steven Taylor, 413 Ferris, asked Council how much money their poor decisions have cost the city. He asked how many more mistakes are going to be put on the backs of the residents of this city.

XIX. REMARKS FROM THE MAYOR –

XX. ADJOURNMENT –

Resolution No. 2019-065, 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 Morgan

On a voice vote, the motion carried, and 8:23 p.m.



From: Bonnie Wessler, City Planner

Subject: Zoning for Firearms Sales and Commercial/Recreational Use (ranges)

BACKGROUND

The Planning Commission introduced a discussion regarding firearms and City regulations regarding their sale and commercial use within the City first at the March 2018 meeting, and heard presentations from staff and invited public comment at the June and July 2018 meetings. A full staff report with draft language was heard at January and February 2019 meetings, and was duly noticed in the newspaper of record, as well as on the City website and Facebook, per standard practice.

The state has pre-empted the field of gun control, but case law has shown that municipalities may still regulate where firearms businesses may locate. "Gun control" is generally considered, for the purposes of these reports, to consist of controls on owning and carrying a firearm. Zoning regulations do not address the ownership or carrying of a firearm.

Currently, commercial sale of firearms is permitted wherever commercial sales are permitted, and commercial recreational/educational use is permitted wherever indoor/outdoor commercial use is permitted (indoor or outdoor recreation, generally). The Planning Commission has expressed interest in updating these regulations to be more reflective of how the City regulates other dangerous &/or controversial items; this ordinance change would also provide clarity and rely less upon staff interpretation of the ordinance if and when potential retailers &/or range operators are in search of an area location.

RECOMMENDATION

The Planning Commission recommended 5:2 at their February regular meeting that Council adopt amendments to the zoning ordinance to:

- Define "firearms sales establishment" as "a place of business of a firearms dealer. A firearms dealer is any person engaged in the wholesale or retail sale of firearms, the repair of firearms, or the creation or fitting of special barrels, stocks, or trigger mechanisms for firearms. A firearms sales establishment shall be defined as only those establishments principally engaged in the display or sale of firearms or ammunition. A firearms sales establishment is not a store of a generally recognized retail nature, which may include firearms or ammunition as an incidental and accessory use, nor a range where less than half of the public area is devoted to sales. This does not include home occupations."
- Define "indoor firearms range" as "an indoor facility operated for the purpose of shooting with firearms, whether publically or privately owned and whether or not operated for profit."
- To permit firearms sales establishments to locate as a Special Use in GC and Special Use when adjacent to residential, otherwise permitted, in PMD, referencing a newly created

section in Article V, Use Restrictions, Division 1: Specific Standards for Certain Uses, providing the following locational restrictions for firearms sales locations:

- 500' away from public parks, daycare centers, grade schools, Eastern Michigan University, and the Center District; and
 - 500' away from pawn stores or secondhand goods dealers; and
 - 500' away from a store less than 15,000 square feet with sales of alcohol, or a bar/lounge, and
 - 1000' away from other firearms sales establishments or firearms ranges.
- To permit firearms ranges to potentially locate as a Special Use within the PMD district, referencing a newly created section in Article V, Use Restrictions, Division 1: Specific Standards for Certain Uses, with the following locational restrictions:
 - 500' away from public parks, daycare centers, grade schools, Eastern Michigan University, and the Center District, and
 - 500' away from a store less than 15,000 square feet with sales of alcohol, or a bar/lounge, and
 - 1000' away from other firearms ranges or firearms sales establishments.
 - To prohibit as a home occupation any use involving the distribution of firearms or the storage of firearms intended for sale or distribution.

Planning Commission further recommended that Council direct legal counsel to review Chapter 82 and provide recommendations regarding limiting the acceptance of firearms by secondhand goods establishments within the City.

RECOMMENDED ACTION: Approval

ATTACHMENTS: Staff report, Feb 2019
Staff report, July 2018
Staff presentation, June 2018
Minutes excerpt, Feb 2018

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: _____

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____



Resolution No. 2019-068
April 2, 2019

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

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

WHEREAS, the City has an adopted Master Plan that reflects the policy goals of the City; and

WHEREAS, the City has noted an area of the zoning ordinance that calls for increased clarity and consistency with the policy goals of the City; and

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

NOW THEREFORE BE IT RESOLVED THAT the Ypsilanti City Council approve the ordinance entitled Firearms Sales and Commercial Recreational Use on Second and Final Reading.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:



**CITY OF YPSILANTI
NOTICE OF ADOPTED ORDINANCE
Ordinance No. 1335**

An Ordinance Entitled "FIREARMS SALES AND COMMERCIAL RECREATIONAL USE"

THE CITY OF YPSILANTI ORDAINS:

That CHAPTER 122 OF THE CODE OF ORDINANCES BE AMENDED AS FOLLOWS:

- Amend **122-203** to add the definition of "firearms sales establishment" as "a place of business of a firearms dealer. A firearms dealer is any person engaged in the wholesale or retail sale of firearms, the repair of firearms, or the creation or fitting of special barrels, stocks, or trigger mechanisms for firearms. A firearms sales establishment shall be defined as only those establishments principally engaged in the display or sale of firearms or ammunition. A firearms sales establishment is not a store of a generally recognized retail nature, which may include firearms or ammunition as an incidental and accessory use, nor a range where less than half of the public area is devoted to sales. This does not include home occupations."
- Amend **122-203** to add the definition of "indoor firearms range" as "an indoor facility operated for the purpose of shooting with firearms, whether publically or privately owned and whether or not operated for profit."
- Amend **122-431** and **122-451** to permit firearms sales establishments to locate as a Special Use in GC and Special Use when adjacent to residential, otherwise permitted, in PMD, referencing a newly created section in Article V, Use Restrictions, Division 1: Specific Standards for Certain Uses, providing the following locational restrictions for firearms sales locations:
 - 500' away from public parks, daycare centers, grade schools, Eastern Michigan University, and the Center District; and
 - 500' away from pawn stores or secondhand goods dealers; and
 - 500' away from a store less than 15,000 square feet with sales of alcohol, or a bar/lounge; and
 - 1000' away from other firearms sales establishments or firearms ranges.
- Amend **122-431** to permit firearms ranges to potentially locate as a Special Use within the PMD district, referencing a newly created section in Article V, Use Restrictions, Division 1: Specific Standards for Certain Uses, with the following locational restrictions:
 - 500' away from public parks, daycare centers, grade schools, Eastern Michigan University, and the Center District, and
 - 500' away from a store less than 15,000 square feet with sales of alcohol, or a bar/lounge; and
 - 1000' away from other firearms ranges or firearms sales establishments
- Amend **122-527(a)**, Home Occupations, to prohibit as a home occupation any use involving the distribution of firearms or the storage of firearms intended for sale or distribution.
- To further amend **Article V, Use Restrictions, Division 1: Specific Standards for Certain Uses**, to ensure that the newly created sections are located in alphabetical order; sections in said Division are re-numbered, and that references to those sections are updated throughout the Chapter.

MADE, PASSED, AND ADOPTED BY THE YPSILANTI CITY COUNCIL THIS _____
DAY OF _____, 2019

Andrew Hellenga, Acting City Clerk

Attest

I do hereby confirm that the above Ordinance No. _____ was published in the
Washtenaw Legal News on the _____ day of _____, 2019.

Andrew Hellenga, Acting City Clerk

CERTIFICATE OF ADOPTING

I hereby certify that the foregoing is a true copy of the Ordinance passed at the regular
meeting of the City Council held on the _____ day of _____, 2019.

Andrew Hellenga, Acting City Clerk

Notice Published: _____

First Reading: _____

Second Reading: _____

Published: _____

Effective Date: _____



REQUEST FOR LEGISLATION

TO: Mayor and City Council
FROM: John Barr
DATE: April 2, 2019
SUBJECT: Appointment of Frances McMullan as Ypsilanti City Manager

DESCRIPTION:

Appointment of Frances McMullan as Ypsilanti City Manager

SUMMARY:

Frances McMullan has over 29 years of municipal administrative experience. She worked for 17.5 years for the city of Ann Arbor and has been employed 12 years by the city of Ypsilanti, serving as Deputy City Clerk, City Clerk, City Clerk/Deputy City Treasurer, and presently is serving in her third term as Interim City Manager. She has a Bachelor of Science in Public Law and Government/Public Administration from Eastern Michigan University and a Master of Management from the University of Phoenix. She also has the designations of Certified Municipal Clerk and Certified Municipal Treasurer. In 2018 McMullan was chosen as one of 25 women leaders for the MML Woman's Municipal Leadership Program and studied to become a city manager, training with the Michigan Municipal League 16/50 Project where she received personal coaching, networking, budgeting and economic development training. She graduated from the course and was honored at the awards dinner of the MML Lansing Convention on Tuesday, March 19, 2019.

City Council at the March 18 meeting appointed Ms. McMullan Acting City Manager and requested that I begin the process for City Council to employ her as the Ypsilanti City Manager. I have discussed the matter with Ms. McMullan and researched her qualifications and service and negotiated a proposed employment contract with her. The proposed contract is attached and follows the model of former city managers. Pay is equivalent to the pay and benefits of the previous city manager.

RECOMMENDED ACTION: Review proposed contract and approve with attached resolution.

RECOMMENDATION:

Approval

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: _____

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____



Resolution No. Resolution No. 2019-069
April 2, 2019

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

Frances McMullan is hereby hired as City Manager of the City of Ypsilanti and that the attached employment contract with Ms. McMullan, and its terms and conditions are hereby approved and the Mayor and City Clerk are authorized to sign said contract for and on behalf of the city, subject to approval by the City Attorney.

OFFERED BY: _____

SECONDED BY: _____

YES: NO: ABSENT: VOTE:

This resolution is adopted by the Council of the City of Ypsilanti and approved by the Mayor this
2 day of April 2019

#Resolution No. Resolution No. 2019-069

**YPSILANTI CITY MANAGER
EMPLOYMENT AGREEMENT
BETWEEN THE CITY OF YPSILANTI AND
FRANCES MCMULLAN**

This agreement is made between the **CITY OF YPSILANTI**, a Michigan municipal corporation, hereinafter referred to as the "CITY" and Frances McMullan of 8437 Farm Lane, Ypsilanti, MI 48197, hereinafter referred to as the "EMPLOYEE" (hereinafter collectively referred to as "Parties") for the purposes herein. The parties have negotiated certain terms of the EMPLOYEE's employment with the Employer and have come to certain understandings about the terms and conditions of employment and wish to evidence this in writing.

In consideration of the premises and of the benefits to be derived from the mutual observance of the covenants in this Agreement, the parties agree as follows:

1. EFFECTIVE DATE. The Parties acknowledge and agree that EMPLOYEE's start date shall be _____, 2019.

2. DUTIES. The CITY agrees to employ the EMPLOYEE as the City Manager of the CITY to perform all duties specified by Article IV, Section 4.03 of the Ypsilanti City Charter and by ordinances, and to perform such other proper duties as assigned by City Council. The EMPLOYEE agrees to carry out her duties in an efficient and conscientious manner, and to exercise her discretion and judgment in the best interests of the CITY at all times.

3. LENGTH OF EMPLOYMENT, TERMINATION, AND SEVERANCE PAY. This employment agreement as City Manager is contingent upon the EMPLOYEE's acceptance of the appointment, the EMPLOYEE's approval and acceptance of this employment agreement document, approval by City Council of the EMPLOYEE's appointment to City Manager and this employment agreement document.

Subject to the terms and conditions of this employment agreement, and notwithstanding any City personnel regulation or representation to the contrary, the EMPLOYEE shall be an "Employee-at-will" and nothing in this agreement shall prevent, limit or otherwise interfere with the right of the City Council to terminate the employment of the EMPLOYEE at any time except as such right to terminate employment is limited within this document or by the City Charter.

a. The Parties agree that EMPLOYEE shall remain in the employ of the CITY for a minimum of five (5) years unless this agreement is terminated prior to that date as provided herein.

b. In the event the EMPLOYEE is terminated with/for cause, the CITY shall have no further obligation to pay any amount under this agreement and the EMPLOYEE shall not be entitled to any further compensation, including but not limited to severance pay or additional salary but will be entitled to receive pay for her vested executive leave time as of the time of his termination.

c. For purposes of this Agreement, the termination of EMPLOYEE's employment shall be deemed to have been with/for cause only:

- i. if termination of his employment shall have been the result of EMPLOYEE's willful engaging in dishonest or fraudulent actions resulting or intended to result directly or indirectly in any demonstrable material harm to the City, or
- ii. if there has been a willful and continued failure by the EMPLOYEE during his employment (except by reason of incapacity due to physical or mental illness) to comply with the provisions of this Agreement, and the EMPLOYEE shall have either failed to remedy such alleged breach within ten (10) days from his receipt of written notice from the City demanding that he remedy such alleged breach or shall have failed to take all reasonable steps to that end during such ten-day period and thereafter; or
- iii. if there has been a breach of fiduciary duty involving personal profit to the EMPLOYEE;

d. In the event the EMPLOYEE resigns her employment, she must give sixty (60) days prior written notice to the CITY. Furthermore, the EMPLOYEE shall not be entitled to any severance pay. Failure to give the required notice shall forfeit any vested vacation, personal and/or sick time pay out. In the event that timely notice is given by EMPLOYEE, EMPLOYEE shall be entitled to any vested vacation, personal and sick time payout.

e. In the event the EMPLOYEE is terminated without cause, the CITY shall pay to the EMPLOYEE a lump-sum severance payment according to the following schedule:

- i. if terminated during the first year of employment, severance pay shall be an amount equal to ninety (90) days salary plus vested vacation, personal and sick time payout.
- ii. if terminated during the second year of employment, severance pay shall be an amount equal to one hundred twenty (120) days salary plus vested vacation, personal and sick time payout.
- iii. if terminated during the third or a subsequent year of employment, severance pay shall be an amount equal to one hundred eighty (180) days salary plus vested vacation, personal and sick time payout.

4. BASE SALARY. Unless otherwise mutually agreed by the Parties, the CITY shall pay a salary not less than One Hundred Five Thousand dollars (\$105,000) per year, payable bi-weekly in installments at the same time as other EMPLOYEES of the City are paid. Any and all adjustments to salary shall be made only by City Council, salary shall be reviewed annually, and may be made by budget authorization.

5. PROFESSIONAL DEVELOPMENT. Employer agrees to budget for and to pay the professional dues, subscriptions, travel, and subsistence expenses of EMPLOYEE for professional participation and travel, meetings and occasions adequate to continue her professional development. Participation can include, but not be limited to the National League of Cities, International City County Management Association, Michigan Municipal League, Michigan Municipal Executives and such other national, regional, state and local governmental and community groups and their committees for which EMPLOYEE serves as a member, or when participation is beneficial to the CITY, as well as associated short courses, institutes and seminars.

6. INDEMNIFICATION/REIMBURSEMENT. The CITY shall defend, save harmless and indemnify the EMPLOYEE against any tort, professional liability claim, or demand or other legal action, whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance of EMPLOYEE's duties/responsibilities as City Manager, provided the EMPLOYEE acted both in good faith and within the scope of her duties/responsibilities as City Manager, and further provided the EMPLOYEE fully cooperates with the CITY in its defense of the claim, demand or other legal action. The CITY may, in its discretion, compromise and settle any claim or suit and pay the amount of any settlement or judgment rendered thereon. Indemnification shall not be provided to the EMPLOYEE by the CITY if the claim, demand or other legal action results from the willful misconduct or willful insubordination of the EMPLOYEE or if the claim, demand or legal action involves any proceeding where the EMPLOYEE is the plaintiff or an adverse party to the CITY. In addition, the City shall pay or reimburse the EMPLOYEE for all normal and reasonable expenses, including travel expenses, incurred by the EMPLOYEE during his employment or after separation of employment in connection with the EMPLOYEE's responsibilities to the City.

7. VACATION, SICK AND PERSONAL LEAVE TIME. Employee shall be entitled to vacation, sick, and personal leave time in accordance with city policy for non-union employees.

8. AUTOMOBILE. The CITY agrees to make a city automobile available for use of the EMPLOYEE for city business and to maintain the vehicle. The EMPLOYEE shall have the right to drive the automobile home in the evenings.

11. COMPENSATION TIME. The job of City Manager is an executive position and requires more than forty (40) hours per week. The normal business hours for the CITY are from 8AM to 5PM. No overtime pay is expected and none will be paid, and the EMPLOYEE will not accrue any "comp" time. The parties understand and agree that the EMPLOYEE shall manage her own time and may need to use some time during the regular business day for personal business.

12. INSURANCE.

The CITY will offer the EMPLOYEE all insurance coverages provided to Non-Union employees, under the terms and agreements of such individual insurance plans, including any opt-out payments. This coverage shall be effective upon the first day of employment.

For the avoidance of doubt, the CITY reserves the right to alter, modify, or terminate any or all of its insurance plans and other benefits provided to Non-Union employees during the course of this contract and EMPLOYEE may not rely on any specific coverage or term of such plans or benefits being maintained by the CITY solely for EMPLOYEE's benefit.

13. RETIREMENT. The EMPLOYEE shall be entitled to continuation of her current retirement benefits with the CITY.

14. PREMIUMS PAID WHILE ON LEAVE. The CITY shall pay all premiums for health, life, disability, dental and vision insurance benefits that the EMPLOYEE is receiving while the EMPLOYEE is on any paid leave or disability leave.

15. BEREAVEMENT. The CITY agrees the EMPLOYEE shall be allowed four (4) working days as paid funeral leave for the death in the immediate family as immediate family is defined in the CITY's employee handbook.

16. HOLIDAYS. The EMPLOYEE shall receive paid holidays in accordance with those uniformly provided for the CITY's full-time department heads.

17. PERFORMANCE EVALUATION.

a. City Council shall evaluate the performance of the EMPLOYEE annually on a list of prioritized and attainable goals that are mutually agreed upon by the Parties.

b. This review and evaluation shall be in accordance with specific criteria developed and mutually agreed upon by the Parties. Further, the Evaluation Committee shall provide the EMPLOYEE with a summary of written statements and findings of the City Council and provide an adequate opportunity for the EMPLOYEE to discuss his evaluation with the City Council.

18. ETHICAL COMMITMENTS. EMPLOYEE will at all times uphold the tenets of the ICMA Code of Ethics. Specifically, the EMPLOYEE shall not endorse candidates, make financial contributions, sign or circulate petitions, or participate in fundraising activities for individuals seeking or holding elected office, nor seek or accept any personal enrichment or profit derived from confidential information or misuse of public time. The CITY shall support EMPLOYEE in keeping these commitments by refraining from any order, direction, or request that would require EMPLOYEE to violate the ICMA Code of Ethics. Specifically, neither the City Council nor any individual member thereof shall request EMPLOYEE to endorse any candidate, make any financial contribution, sign or circulate any petition, or participate in any fundraising activity for individuals seeking or holding elected office, nor to handle any matter of personnel on a basis other than fairness, impartiality, and merit.

19. OUTSIDE ACTIVITIES. The employment provided for by this agreement shall be the EMPLOYEE's primary employment. Recognizing that certain outside consulting or teaching opportunities provide indirect benefits to the CITY and the community, the EMPLOYEE may elect to accept limited teaching, consulting, or other business

opportunities with the understanding that such arrangements must neither constitute interference with nor a conflict of interest with his responsibilities under this agreement.

20. BONDING. The CITY shall bear the full cost of any fidelity or other bonds required of the EMPLOYEE under any law or ordinance.

21. NOTICES. Notices required pursuant to this agreement shall be given by depositing in the custody of the United States Postal Service, postage prepaid, and addressed as follows:

- a. CITY: City Clerk
City of Ypsilanti
One South Huron Street
Ypsilanti, MI 48197
- b. EMPLOYEE: Frances McMullan
8437 Farm Lane
Ypsilanti, MI 48197

Notice shall be deemed given as of the date of personal service or as of two (2) days after the date of deposit of such written notice with the United States Postal Service as evidenced by postmark.

22. INTERPRETATION OF CONTRACT.

a. This Agreement constitutes the entire understanding between the City and the EMPLOYEE. There are no oral understandings, terms or conditions and no party has relied on any representation, express or implied, not contained in this Agreement.

b. This Agreement may be changed only by a written amendment signed by both parties.

c. The Parties restate and incorporate all other provisions of the City's personnel rules, policies and procedures not inconsistent herewith and agree that all such rules, policies and provisions remain in effect. If there is any conflict between the provisions of this Employment Agreement and the rules, policies and provisions of the personnel policies of the CITY, the provisions of this Employment Agreement shall control.

d. This agreement is binding upon and inures to the benefit of the heirs and personal representatives of the EMPLOYEE.

e. If any provision or any portion of this agreement is held to be unconstitutional,

invalid, or unenforceable, the remainder of this agreement shall not be affected and shall remain in full force and effect.

Dated: _____

Frances McMullan

CITY OF YPSILANTI

BY: _____
Beth Bashert, Mayor

BY: _____
Andrew Hellenga, Interim City Clerk

APPROVED AS TO FORM:

John M. Barr City Attorney

PROFESSIONAL LEADERSHIP SUMMARY

Dedicated and seasoned administrative professional with over 25 years of municipal experience. Demonstrated leadership in diverse population. Excellent conflict resolution and communication skills. Demonstrated ability to cultivate relationships with all levels of administration, staff, stakeholders and residents. Promotes transparency and collaboration. Proficient in project management and coordination, Human Resource Management and Fiscal Management.

QUALIFICATIONS:

Administrative/Management

- Served as Chief Administrative Officer (City Manager) appointed by City Council (two times at 6 months each)
- Oversees all municipal operations in absence of City Manager
- Enforces all City contracts
- Supervision of day to day operations of all City Departments and staff
- Manages city elections and staff
- Coordinates City Council meetings, agenda, packet and any duties as directed by City Council
- Enhanced customer service via telephone, security cameras and monitors, web payments
- Enhanced city's records management system by making records searchable
- Implemented the consolidation of the Clerk and Treasury offices
- Managed city relationship with stakeholders, residents and E.M.U.
- Upheld Freedom of Information and Open Meetings Act standards
- Administers City Property and Liability Insurance and serves as Risk Manager
- Administers City's Administrative Hearings Bureau
- Administers City's Parking Bureau

Human Resource Management

- Negotiated collective bargaining contracts with four bargaining units
- Participated in arbitration process
- Rendered decisions in grievance process
- Managed conflict resolution
- Developed and implemented department policies

Fiscal Management

- Managed city budget internal process
- Presented city's balanced two-year budget to City Council
- Prepared, submitted and administered City Clerk/Treasury annual budget
- Managed and provided guidance on departmental budgets and expenditures

Communication

- Improved public relations between Clerk's Office and community
- Improved public relations between City, E.M.U. and non-profit groups
- Held public forums/presentations on budget initiatives to various groups throughout the city
- Interpreted city charter, ordinances, policies and procedures for staff and general public
- Eastern Michigan University Gold Medallion Nominee for Outstanding Service from a Person/Group External to the University.

PROFESSIONAL EXPERIENCE:

8/2017 – 2/2018 - ***Interim City Manager***, City of Ypsilanti
2/2012 – 7/2012 - ***Interim City Manager***, City of Ypsilanti
1/2013 to present – ***City Clerk/Deputy Treasurer***, City of Ypsilanti
4/2007 to present - ***City Clerk***, City of Ypsilanti
3/2007 to 4/2007 - ***Deputy City Clerk***, City of Ypsilanti
11/2000 to 3/2007 - ***Parking Referee, 15th District Court***, City of Ann Arbor
5/1997 to 11/2000 - ***Council Administrative Coordinator***, City of Ann Arbor
11/1991 to 5/1997 - ***Appeals Board Coordinator***, City of Ann Arbor

EDUCATION:

- ***Master of Management*** - University of Phoenix, , October 2006
Southfield, MI
- ***Bachelor of Science*** - Public Law and Government/Public Administration, April, 1990
Eastern Michigan University, Ypsilanti, MI

ACCOMPLISHMENTS:

- Certified Municipal Clerk
- Certified Municipal Treasurer
- Board Member, Destination Ann Arbor (Ann Arbor/Ypsilanti Convention and Visitors Bureau)
- Member, Michigan Legislative Municipal Services and Elections Committee
- Featured in the November 2018 edition of the Michigan Municipal League 16/50 Women's Municipal Leadership project, an exclusive professional development opportunity for promising future female leaders
- Former nominee of the Eastern Michigan University Gold Medallion award for Outstanding Service from a Person/Group External to the University



Resolution No. Resolution No. 2019-070

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

**RE: WASHTENAW REGIONAL RESOURCE MANAGEMENT AUTHORITY
("WRRMA")**

Resolution adopted at a regular meeting of the Ypsilanti City Council, as held on April 2, 2019.

PRESENT:

ABSENT:

RECITALS

WHEREAS, Act 179 of 1947, being MCL 123.301 et. seq. ("Act"), enables the incorporation of any two (2) or more cities, villages or townships for the collective management of garbage and rubbish; and

WHEREAS, the City of Ypsilanti has participated with other local municipalities in discussing and studying the establishment of an authority under the Act; and

WHEREAS, an authority under the Act is authorized by Articles of Incorporation; and

WHEREAS, the Act prescribes and details the process for incorporation as an authority under the Act; and

WHEREAS, the benefits of an authority include consistency in materials management, consistency in citizen awareness programs and beneficial contracting positions for area wide services; and

WHEREAS, the City of Ypsilanti has reviewed the draft Articles of Incorporation for WRRMA and find the Articles to be acceptable and consistent with the law; and

#Resolution No. Resolution No. 2019-070

WHEREAS, the City of Ypsilanti believes that becoming a member of WRRMA will benefit the community as a whole.

NOW, THEREFORE, the City Council of the City of Ypsilanti does hereby resolve to become a Constituent Member of WRRMA and instructs the City Manager to execute the required documents accordingly and further appoints _____ as the designated representative of the City of Ypsilanti to WRRMA, and _____ as the designated alternate representative to WRRMA.

OFFERED BY: _____

SECONDED BY: _____

YES: NO: ABSENT: VOTE:

This resolution is adopted by the Council of the City of Ypsilanti and approved by the Mayor this day of

#Resolution No. Resolution No. 2019-070

**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 705 North Zeeb Road, Ann Arbor, Michigan 48103, County of Washtenaw, State of Michigan.

ARTICLE II

Constituent Members

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

TO BE INSERTED AFTER THE LOCAL REVIEW AND APPROVAL PROCESS IS COMPLETED.

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, organics, (including 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 each 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: _____

CITY OF YPSILANTI

The foregoing Articles of Incorporation were adopted by the City of Ypsilanti City Council, Washtenaw County, Michigan, at a public meeting duly held on the 2nd day of April, 2019 of said City Council and the Clerk of said City Council being Andrew Hellenga.

Beth Bashert, Mayor
City of Ypsilanti
Dated: April 2, 2019

Andrew Hellenga, Acting City Clerk
City of Ypsilanti
Dated: April 2, 2019

AUTHORITY FAQ

1/18/2019

What is an Authority?

The Authority is a legally recognized entity, formed by agreement of two or more municipalities to manage and operate solid waste management programs. The enabling legislation was created long ago for trash collection and disposal. The most common and current Authority purposes focus 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, the Township of Scio, 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 grew out of regional stakeholder meetings where members expressed desire for greater regional recycling collaboration. Representatives from eight communities (above) have met monthly from May-November to discuss the goals, objectives, and benefits of forming an Authority.

What is the vision for the Authority?

The Authority's members create the vision. The stakeholders 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 hopes 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. By collaborating and eventually aggregating the recycling streams of Authority members, it sends a signal to private 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 members have chosen to have the ability to manage multiple materials in order to decrease the amount being landfilled and take advantage of potential costs savings.

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

AUTHORITY FAQ

1/18/2019

starting place. In order to create quality metrics, the Authority should have the ability to manage all 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?

The withdrawing member must meet certain requirements stipulated by the Act. An Authority member will need to adopt and file a resolution from their board with certain language and within specified 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. Members who withdraw could become a customer of the authority (see "Who can be a Member" below).

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, stakeholders have expressed a strong desire to work on education to increase the quality and quantity of the recycling streams, as well as develop metrics for tracking material volumes. During the first year, small contributions (\$5,000 per community for 2019) will be pooled to create educational materials and create outreach activities. The Washtenaw County Board of Public Works has approved a match of 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.

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, PA 179 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. Any costs that Authority Members vote on and approve will be under the control of each individual member for how to pay their share of expenditures.

How do the finances work?

In the initial year, each member will contribute \$5,000, which will support administration and initial projects. The County will match the initial contribution up to \$5,000 for each member. 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 send it to their respective governing bodies for objections. Objections received by Dec 1st will be addressed in the Authority's December

AUTHORITY FAQ

1/18/2019

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 require approval of the respective member's governing body.

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.

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.

Who can be a member of the Authority?

Municipalities (cities, villages, and townships) can choose to be initial Constituent 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.

The law stipulates that municipalities can be members. Washtenaw County and universities are not allowed to 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 have expressed a desire to work collaboratively with WWRA after forming.

WRRMA QUESTIONS

The following questions are the result of initial discussions with the legislative bodies and/or review boards of potential WRRMA members. The responses are provided.

Question: Have local universities and colleges been included?

Members of local higher education institutions have been invited to the initial formation meetings and some have attended. Members of the forming committee have expressed an interest in working with the Universities once the Authority is formed. The enabling law only allows municipalities to be formal members of the Authorities.

Question: There are eight members who are likely to be members, have you reached out to others?

Yes. The Authority formation process derived from a 2017-2018 county-wide stakeholder engagement planning committee. There is an Authority on the Western side of the County (WWRA) that was established in 1991 and, in 2011/2012, constructed its own Materials Recovery Facility (MRF). This new initiative forming WRRMA was appealing to those in the central and eastern portions of the County. After reaching general consensus on the Articles of Incorporation which defines the purposes of the Authority, Washtenaw County Public Works reached out to neighboring municipalities again to inform them of this new initiative. Municipalities interested in joining the Authority who were not part of the formation discussion are now being encouraged to join after the Authority is officially created.

Question: What is the connection and role of Western Washtenaw Recycling Authority (WWRA)?

WWRA is an Authority established in 1991. WWRA collects and processes recyclables on the Western side of Washtenaw County. There are many opportunities for collaboration in regards to methods and education. Stakeholders of the Authority discussed a willingness to collaborate with WWRA.

Question: Could you explain the role of organics and yard waste? Why the change and how much emphasis will the authority place on organics collection?

The word "organics" is a large group of compostable material which includes, as a subset, yard waste. Initially, WRRMA will focus on managing recyclables and encouraging more volume and better quality. Yard waste is normally a component of a waste hauling agreement and eventually composting will play a role for those members who wish to participate in waste hauling contracts.

Question: Why is there a clause about insufficient income?

There is no expectation of insufficient income because there is a budget and a voting procedure in place. However, the goal is to set forth a mechanism to address any such shortfall with some degree of certainty.

Question: The Authority will have the ability to collaboratively contract for hauling recycling and or municipal solid waste. What about cities that currently have trash pick-up as part of their municipal operations?

When the Authority is formed, the initial goal is to review each member's current contract to determine contractual obligations and end dates. An initial contracting goal is to obtain contractual flexibility on the

recycling portion of all member community contracts. If an opportunity for a combined bid process arises, members not positioned for that opportunity can opt out until their existing contract allows participation. In the future, if the member communities decide to seek a combined bid process for recyclables as a group, any member community may totally opt out of that process due to current contract issues. Also, a member community may opt in to that process for all or part of the process. For example, if a member community already has equipment and a work force to collect the recyclables, that community may opt into the process solely to benefit from the management of the materials at a MRF thereby maintaining their existing equipment and collection workforce while enjoying the group rate for the end management of the recyclables.

Also, any group contracting efforts in the future for any aspect of materials management will still allow each member to assert local concerns and local needs into the bidding and contracting process.

Question: What is the benefit of being a member instead of a customer?

A member receives a vote on the Board and helps determine the direction of the Authority. Any service that the members receive or create may or may not be offered to non-members (customers). Customers may be asked to pay a premium to access the goods and services of the Authority (for example educational materials).

Question: Is WRRMA including a mechanism to buffer price swings in the recycling sales markets?

It is important to understand that the members will be in control of this and all answers on this Q&A sheet. Regarding questions of direction and future progress, our responses reflect non-binding group discussions needed to prepare the Articles provided. Members forming WRRMA have discussed starting with education and outreach. Regional price swings will impact WRRMA when regional processing is a component of the Authority. At the point in time when discussing the options for regional processing, this will be an important consideration to include as part of a successful contract with a private entity, or as part of a business model. Members of the forming authority had a preference for a private public partnership. The final decision would be made when the Authority is up and running and would require communication with the legislative bodies.

Question: Why is the initial focus on the management of recyclables?

The management of recyclables is generally a component of most waste hauling contracts in urbanized areas. The formation committee concludes that raising the quantity and the quality of recyclables on a regional basis is beneficial and will ultimately benefit each participating member. The success of this program is measurable and increased landfill diversion is the goal of each municipality involved in this process.

Question: Will WRRMA be exposed to any environmental liabilities going forward?

The goal of all constituent members of the Authority is to limit this exposure by excluding, as a purpose, the right to own any real property wherein the “disposal” of waste will occur or has occurred in the past. This prohibition is clearly stated in the Articles.



REQUEST FOR LEGISLATION

TO: Mayor and City Council
FROM: Ken Hobbs
DATE: April 2, 2019
SUBJECT: Amendment to 2017 Assistance to Firefighters Grant

DESCRIPTION:

Amendment to 2017 Assistance to Firefighters Grant

SUMMARY:

The City of Ypsilanti Fire Department applied for and received a FEMA grant under the 2017 Assistance to Firefighters Grant (AFG) for the purchase of Self-Contained Breathing Apparatus (SCBAs). We have received final calculations for the 10 % match of the grant and the final grant writing fee.

The total amount for the grant is \$102,282.28. The federal share is \$91,994.05 and the City of Ypsilanti's participation is now \$10,228.23 instead of \$9,886.36 (RES 2018-270). The total amount for the grant writing fee is \$125.

The funding will be withdrawn from the self-contained breathing apparatus account (101-7-3390-768-02).

It is recommended that Council should approve accepting the 10% match and grant writing fee.

ATTACHMENTS:

Resolution

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: _____

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____



Resolution No. Resolution No. 2019-071
April 2, 2019

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, The City of Ypsilanti Fire Department applied for and received a FEMA grant under the 2017 Assistance to Firefighters Grant (AFG) for the purchase of Self-Contained Breathing Apparatus (SCBAs); and

WHEREAS, The total amount for the grant is \$102,282.28. The federal share is \$91,994.05 and the City of Ypsilanti's participation is now \$10,228.23; and

WHEREAS, The total grant writing fee is \$125; and

WHEREAS, The total amount of \$10,353.23 will be withdrawn from the self-contained breathing apparatus account 101-7-3390-768-02; and

NOW THEREFORE BE IT RESOLVED THAT the Ypsilanti City Council approves the Fire Department to accept the 2017 AFG SCBA 10 % match and the final grant writing fee.

OFFERED BY: _____

SECONDED BY: _____

YES: NO: ABSENT: VOTE:

This resolution is adopted by the Council of the City of Ypsilanti and approved by the Mayor this
2 day of April 2019

#Resolution No. Resolution No. 2019-071



REQUEST FOR LEGISLATION

TO: Mayor and City Council
FROM: Joe Meyers
DATE: April 2, 2019
SUBJECT: Memorandum of Understanding between Growing Hope and the City of Ypsilanti regarding the Depot Town Farmers Market

DESCRIPTION:

Memorandum of Understanding between Growing Hope and the City of Ypsilanti regarding the Depot Town Farmers Market

SUMMARY:

SUMMARY & BACKGROUND:

The Farmers Market in Depot Town has provided access to fresh fruits and vegetables and other goods to the Ypsilanti community for 40 years. Until a combination of budget constraints and concerns about the safety of the Freighthouse building closed the indoor market in 2003, the Depot Town Farmers Markets on Saturdays and Wednesdays were managed and funded by the City of Ypsilanti. This included the salary of a part time market manager until the mid-80s, which increased to a full time position until the close of the Freighthouse building in 2003. Between 2003 and 2012, the market vendors operated without outside funding or formal management. A handful of dedicated vendors and customers kept the market alive, however the market declined and averaged 10-15 vendors by 2012. In 2006 Growing Hope, in partnership with the Ypsilanti Food Cooperative, was responsible for ensuring that both Ypsilanti markets were able to accept Supplemental Nutrition Assistance Program (SNAP) benefits, formerly known as food stamps. The many food assistance programs accepted at the Ypsilanti markets accounted for 19% of total sales in 2018.

Since Growing Hope assumed management of the Depot Town market in 2013, vendor participation, customer counts, and sales have all increased dramatically. During the 2018 market season Depot Town hosted as many as 30+ vendors on a single Saturday with an average of 550 customers per market day. Total market sales topped \$100K, with an economic impact that reaches throughout Depot Town and greater Ypsilanti. Vendor fees cover less than

20% of the cost of managing the Ypsilanti markets and access to the plaza adjacent to the Freight House is essential to Growing Hope's ability to host the market in Depot Town.

Memorandum of Understanding (MOU)

The attached MOU will formally allow Growing Hope to operate the Farmers Market in the Freight House Plaza for the 2019 Season (May 4, 2019 to October 26, 2019)

RECOMMENDED ACTION: Approval

ATTACHMENTS:

Memorandum of Understanding
Resolution

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: _____

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____



Resolution No. Resolution No. 2019-072
April 2, 2019

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, the City owns the Freight House Plaza, located adjacent to the Ypsilanti Freight House 100 Market Place; and

WHEREAS, Growing Hope has operated a farmers market in the plaza since 2013 and has expressed interest in cooperating with the City to establish a long-term plan to continue the market; and

WHEREAS, the City is interested in cooperating with Growing Hope.

NOW, THEREFORE, be it resolved that the city enter into the attached Memorandum of Understanding with Growing Hope for use of the Freighthouse Plaza for the Saturday Farmers Market.

OFFERED BY: _____

SECONDED BY: _____

YES: NO: ABSENT: VOTE:

This resolution is adopted by the Council of the City of Ypsilanti and approved by the Mayor this 2 day of April 2019

#Resolution No. Resolution No. 2019-072

**MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF YPSILANTI AND GROWING
HOPE FOR USE OF THE FREIGHTHOUSE PLAZA FOR THE SATURDAY DEPOT TOWN FARMERS
MARKET**

This agreement is entered into on this ____ day of _____, 2019, by the City of Ypsilanti, a Michigan Home Rule City located at 1 South Huron Street, Ypsilanti, MI 48197 (hereinafter "City") and Growing Hope, a non-profit located at 922 W. Michigan, Ypsilanti MI 48197 (hereinafter "Growing Hope").

WHEREAS, the City owns the Freight House Plaza, located adjacent to the Ypsilanti Freight House 100 Market Place in the City of Ypsilanti, State of Michigan (hereinafter "Plaza"); and WHEREAS, Growing Hope has operated a farmers market in the plaza since 2013 and has expressed interest in cooperating with the City to establish a long-term plan to continue the market; and

WHEREAS, the City is interested in cooperating with Growing Hope.

NOW, THEREFORE, in consideration of the foregoing and in consideration of the agreements of the Parties hereto, the City and Growing Hope mutually agree as follows:

2019 Memorandum of Understanding

GROWING HOPE
&
City of Ypsilanti

As the manager of the Ypsilanti Farmers Markets, Growing Hope is wholly responsible for the following:

FUNDING

- Providing and funding appropriate market staff for weekly management of the operations of the market, set-up/ tear-down, collecting the vendor fees, managing volunteers, etc.
- Soliciting and securing market sponsors

OPERATIONS

- Recruiting vendors and manage vendor relations; determining make-up of types of vendors (produce versus crafts, etc)
- Establishing and enforcing market rules and policies, including applicable local, state, & federal laws
- Managing all market finances, including token system, vendor fees, food assistance, reimbursements to vendors, et al
- Managing the Food Assistance programs at the market as well as running the EBT / CC machine and all token tracking associated

- Managing partnerships with agencies/ others to bring more services and events to the market, including with Prescription for Health, WIC Project FRESH, Senior Project FRESH/Market
- FRESH, Double Up Food Bucks, et al
- Provide tent and table rental service as a market amenity
- Recruit and place volunteers to assist at the market
- Determining and advertising market days and hours and season length

MARKETING AND EVALUATION

- Developing and leading marketing strategy, including promotion of the market (along with the
- Downtown Ypsi Farmers Market) via web site, social media and printed materials-both will be marketed as Growing Hope markets
- Performing all market evaluation, including collection of data (including weekly sales data from vendors), surveys in order to report back to funders, boards, vendors and community on the state and impact of the market

COMMUNITY RELATIONS

- Fostering relationship with Depot Town businesses in order to better support each other.
- Apply for relevant permits from the City of Ypsilanti
- Providing Liability Insurance for the Depot Town Farmers Market, City of Ypsilanti is named as additionally insured.

Under this agreement, the City of Ypsilanti, will:

- Provide outdoor space in the plaza for the market and ensure the space is appropriately secured for all market days per management agreement with the City of Ypsilanti
- Inform Growing Hope of any special events or other possible impediments to the market at least one month in advance, including street or parking lot closure because of festivals
- Provide the necessary landscaping in order to ensure the plaza is safe for people of all ability levels to walk on

This agreement is valid for the 2019 farmers market season. The farmers market season runs every Saturday May 4th-October 26th.

CITY OF YPSILANTI

Beth Bashert
Mayor of the City of Ypsilanti

Dated: _____

Frances McMullan

Dated: _____

Clerk of the City of Ypsilanti

Growing Hope

Danya Popkey

Dated: _____



REQUEST FOR LEGISLATION

TO: Mayor and City Council
FROM: Christopher Jacobs
DATE: April 2, 2019
SUBJECT: MDEQ Recycling Grant

DESCRIPTION:
MDEQ Recycling Grant

SUMMARY:

The City has identified recycling as a key priority among residents, staff, and council for some time. This priority was reaffirmed during the council goal setting and retreat sessions as an area of opportunity to improve the services offered to residents and businesses. The Community and Economic Development Department has been working with a number of key stakeholders to develop and submit a 2019 MDEQ Recycling Infrastructure grant application. This grant award would help support the purchase of a new recycling truck with cart tipper and allow for increased curbside collection capacity and new pilot routes to be developed that may help us divert additional waste from landfills and work towards our Zero Waste Goal as identified in the Washtenaw County Solid Waste Management Plan. The City of Ypsilanti currently recycles only about 15% of the 5,000 tons of waste generated annually while the national average is around 30%. It is clear the City has a capacity problem due to the limited size of our existing curbside recycling bins and residents would recycle more if they could, especially if it was made more convenient. In fact, 9 of 10 people say they would recycle if it were easier. Currently, the City only offers 22 gallon plastic bins for recycling which limits the weekly collection from households and businesses, but a new truck will allow the City to significantly increase the size of containers by transitioning from bins to carts over the next five years.

The total amount for the grant project is \$315,280.30. We are asking MDEQ for 40% of the total grant project, which is \$125,000. The City would provide 60% of the total grant project and be responsible for \$190,280.30. The minimum grant match from the City is 25%, but overmatch is a key scoring criteria when MDEQ evaluates the grant applications. One key consideration for Council is how much we want to commit in the Capital Improvements Plan for next year's budget to support this grant match. We can ask for more than 40% or less depending on how Council prioritizes this project among its many competing interests.

Lastly, MDEQ recently announced that they will dramatically increase available funding for Recycling Infrastructure Grants from \$500,000 to \$3.7 million and extend the deadline for grant applications to May 1, 2019. It is recommended that Council approve a grant match commitment by resolution to support our submission of the grant application you find as an attachment.

RECOMMENDED ACTION: (Approval)

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: _____

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____



Resolution No. Resolution No. 2019-073
April 2, 2019

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, The City of Ypsilanti wishes to support recycling and divert waste destined for landfills in lieu of a robust curbside collection program; and

WHEREAS, The total amount for the grant is \$315,280.30. The MDEQ share is \$125,000 and the City of Ypsilanti's participation is now \$190,280.30; and

WHEREAS, The Department of Public Services and Community and Economic Development Department have identified the specific infrastructure grant items to be purchased by the grant award as a capital improvement priority; and

WHEREAS, The total amount of \$190,280.30 will be reserved in the FY 2020-2021 Budget and Capital Improvements Plan from the general fund; and

NOW THEREFORE BE IT RESOLVED THAT the Ypsilanti City Council approves the Community and Economic Development Department to submit the attached grant application or similar as amended by City Council.

OFFERED BY: _____

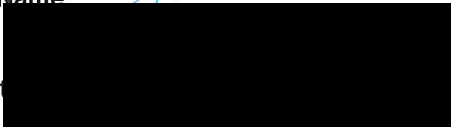
SECONDED BY: _____

YES: NO: ABSENT: VOTE:

This resolution is adopted by the Council of the City of Ypsilanti and approved by the Mayor this
2 day of April 2019

#Resolution No. Resolution No. 2019-073

**Department of Environmental Quality
Recycling Infrastructure Grant Application Cover Sheet**

Applicant Name: City of Ypsilanti	
Street Address: 1 S Huron St	
City/State/Zip/County: Ypsilanti, MI 48197	
Mailing Address: (if different from street address)	
City/State/Zip:	
Contact Person and Title: Christopher Jacobs, Community Development Manager	
Contact Person's E-Mail Address: cjacobs@cityofypsilanti.com	
Contact Person's Telephone Number: (989) 992-8457	
Grant Amount Requested:	\$ \$125,000
Local Match Amount: (must be equal to or greater than 25 percent of the total grant budget)	\$ 190,280.30
Total Grant Budget:	\$ 315,280.30
DUNS Number: 13-133-6260	Senator: Jeff Irwin
Federal Identification Number 38-6004750	Representative: Ronnie Peterson
Applicant Signature: (application must be signed by the person accepting responsibility for the terms and conditions of the grant agreement if awarded)	
Print Name: Christopher Jacobs	
Signature: 	
Date: 03/27/2019	





Project Description:

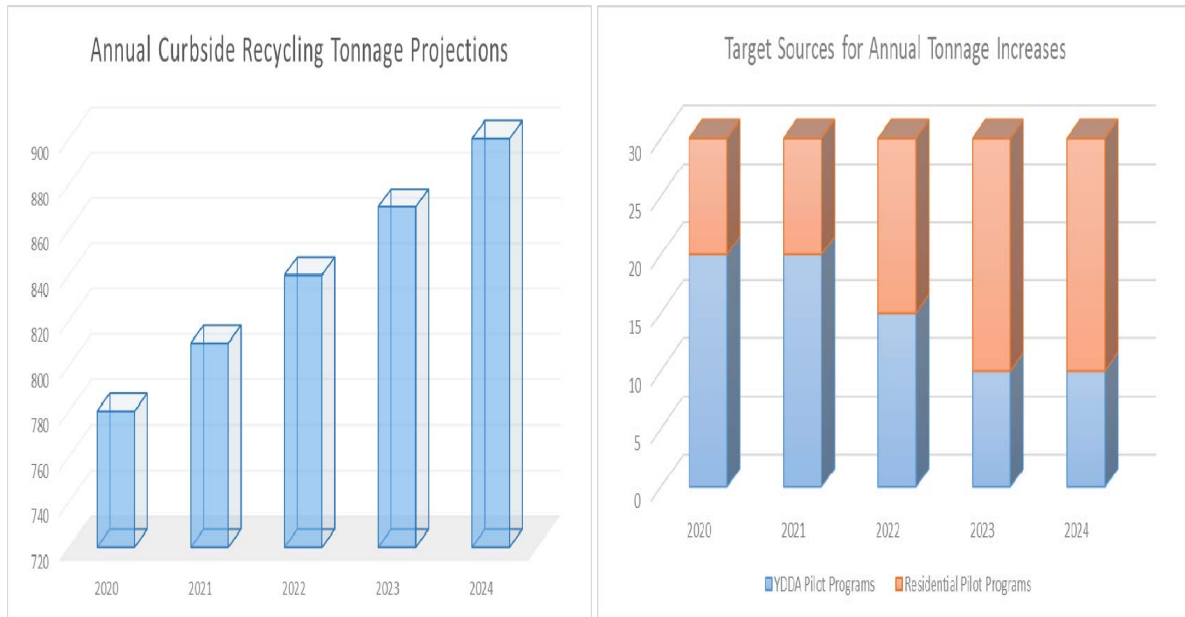
- 1. Clear and realistic project goals and objectives, including a description of how the proposed project's goals will increase recycling in the State of Michigan.**

The City of Ypsilanti is a small but progressively mighty community with a rich history of forward thinkers and leaders in sustainability. Recycling is a key priority for residents, the business community, staff, and elected leaders. Currently, we are limited by the scarcity of available recycling trucks with a 96 gallon cart tipper that can be used to expand curbside collection capacity by allowing us to transition users from bins to carts. We find that many residents wish to recycle quantities of single stream materials beyond our capacity to collect those items with the current equipment available. We wish to accommodate this need by seeking a recycling infrastructure grant that will allow the city to purchase the necessary recycling truck to service 96 gallon containers. This investment will truly position the city to increase its diverted waste from landfills, meet growing resident demands, and help support the future of recycled commodities. The current scope of our curbside recycling program includes 5,337 households which contribute about 750 tons of single stream recycling material annually on average as reported by the Department of Public Services. To put this into perspective, approximately 5,000 tons of waste is generated by the City annually. That means only about 15% of all solid waste is collected for recycling in the City. The EPA estimates that 75% of the American waste stream is recyclable, but nationally we only recycle about 30% of it. It is clear the City has a capacity problem due to the limited size of our existing curbside recycling bins and residents would recycle more if they could, especially if it was made more convenient. In fact, 9 of 10 people say they would recycle if it were easier. Currently, the City only offers 22 gallon plastic bins for recycling which limits the weekly collection from households and businesses, but a new truck will allow the City to significantly increase the size of containers by transitioning from bins to carts over the next five years. This will allow us to increase participation rates among high density residential or commercial users not currently eligible for curbside recycling services and enable the users we do serve to divert additional material from their trash collection to recycling instead.

In 2018, due to a finding by the State that the City's existing recycling drop off center in Frog Island Park constituted an impermissible conversion of property for park and recreation grant funding, the City chose to cease operation of that facility and demolish those structures. The recycling drop off center in Frog Island Park collected approximately two tons of material a week. The lack of a local recycling drop off center has been acutely felt by residents who valued the convenience of this service, particularly those in multifamily residential units or apartment complexes where the City lacks curbside recycling capacity to meet demand. We conservatively estimate the purchase of a new recycling truck with 25 cubic yard compactor and a Mack Chassis could increase curbside recycling tonnage by approximately 20% over the next five years as pilot programs are deployed and education campaigns grow support for expanded service. A 20% increase over the next five years will require collecting an additional 30 tons of

3

material each year thereafter. The charts below illustrate our tonnage projection goals and detail where those projected increases can be expected.



Businesses in each of the three downtown development authority districts have communicated the need for an expanded curbside recycling program. The City and Ypsilanti Downtown Development Authority (YDDA) would like to pilot program 96 gallon curbside container collections in these areas as they represent an immediate opportunity to divert waste otherwise destined for landfills. Special routes would be developed with this new truck to collect 96 gallon recycling carts in these YDDA districts and select residential neighborhoods where recycling rates are highest. Staff recognizes clusters of high volume curbside recycling users and drop off recycling pass registrations in certain neighborhoods. This lowest hanging fruit would immediately increase recycling in the City. Expanded 96 gallon curbside collection would be phased in alongside education campaigns city-wide but also focused in those neighborhoods where recycling rates languish. 96 gallon carts also provide the added bonus of being covered, which keeps recycled material cleaner and more valuable in the commodities market for the City's end processor, Western Washtenaw Recycling Authority. Project goals include annual increased participation rates, increased total recyclable diversion, and reduced total waste requiring landfill disposal. Additionally, the City seeks to transition from bins to carts as a total and percentage of all households and YDDA district businesses. Additional information about the planned expansion for curbside recycling will be outlined for question #3.

This grant award would serve to increase collection capacity to meet demand for businesses and residents who have communicated this need. Curbside recycling in the City of Ypsilanti is popular, cost effective, and convenient, but it lacks the capacity to meet national averages. It is a smart investment that will serve to grow recycling in the State and divert materials otherwise destined for landfills.

2. Description of current recycling program:

The City has two major components to its recycling program: weekly curbside single stream pick-up and drop-off recycling in partnership with Recycle Ann Arbor.

Curbside Pickup Service

Weekly single stream curbside pick-up service is available to anyone who lives in a 4 unit or smaller apartment building or home. Restrictions to curbside recycling services for business are similarly based on the number of storefronts in a given building. Each household or business is eligible to receive a 22 gallon plastic bin and approximately 5,337 households/businesses participate in the program. These households generate approximately 700 tons annually from a total population of about 21,000 residents. This information is collected by the department of public service for the City and in cooperation with the end recycling processor: Western Washtenaw Recycling Authority at 8025 Werkner Rd, Chelsea, MI 48118. This City's website features a page dedicated to outlining the rules and tips for curbside recycling services. Accepted materials include: Plastic bottles or tubs with numbers 1 (PET), 2 (HDPE), 4 (LDPE), 5 (PP), No. 6 (PS) or No. 7 on the bottom. Clear, green, and brown glass food and beverage containers - bottles and jars only. Tin & aluminum, including cans, foil, and trays. Scrap metal up to 1 cubic foot. Clean milk cartons & juice boxes, Paper Goods, Corrugated Cardboard & Boxboard, Cereal boxes, cardboard egg cartons, and similar type material. Newspaper, magazines, junk mail, and paperback books. The City is fortunate to have sustainable funding sources in support of the curbside recycling program and solid waste management plan. Curbside recycling services are supported by operational funding sources which include a dedicated millage (2.7093 mills) totaling \$69,304 in FY 18/19 and general funds totaling \$114,762.

Drop-Off Recycling

In November, the City of Ypsilanti approved a contract for drop-off recycling services to be provided by RAA, for the sum of \$26,000 per year. City staff manages registry of eligible households and businesses via issuance of an official Recycling Pass with a unique registration number to identify the household or business to which the card is issued. This pass provides free admittance to the RAA drop off station located at 2950 East Ellsworth Road, Ann Arbor, MI. and allows households and businesses from the City of Ypsilanti to drop-off most recyclable material for processing. Verified households and businesses are allowed one free trip to the Drop-Off Station per day on a year-around basis during normal hours of business operation. Those hours are Tuesday and Thursday 8:30 am- 6:30 pm and Saturday 9:00 am-6:00pm. 415 Households have registered with the City for this drop off service. Recyclable materials available to City of Ypsilanti households and businesses under this proposal include: Antifreeze (up to 1 gallon), batteries (automotive & rechargeable), books (hard & soft cover), cardboard/OCC, cloth/fabrics/linens (up to 3 bags), glass containers, hard plastics, magazines, metal/steel, motor oil (up to 5 gallons), office paper, oil filters, paper products, plastic bags, single stream recyclables, styrofoam, vegetable Oil (up to 5 gallons).

Outreach services from RAA partnership to provide drop off recycling services includes brochures, zero waste special event programing, and education services provided to all residents and businesses who currently have curbside recycling or who want to further explore waste diversion solutions. The brochure contains information on traditional recycling services, comprehensive fee-based services and valuable coupons for Ypsilanti households and businesses. Additionally, RAA assists the City of Ypsilanti in developing content for distribution to households and businesses about recycling

opportunities as part of this partnership. Recycling media content includes posts or tweets on social media platforms, traditional printed literature and/or assistance in content development for other platforms. YDDA also serves as a major partner in providing education and outreach about the existing curbside and drop off recycling programs and works to inform businesses about waste diversion solutions

3. Description of the planned recycling program, including the information listed below

The City of Ypsilanti would use the grant award to purchase a new recycling truck with 25 cubic yard compactor and a Mack Chassis. While the city has been upgrading our recycling trucks to include a tipper, only two of our three trucks have tippers currently, making it infeasible to introduce new commercial or residential routes aimed at increasing curbside collection capacity. This grant award will allow the City to begin switching to 96 gallon cart routes in the areas with highest demand instead of 22 gallon plastic bins. These larger carts allow the City to increase curbside recycling collection capacity to businesses in each YDDA district, high density residential routes, and neighborhoods with the highest demand. The City, YDDA, and residents would each provide financial support for these pilot programs including the cost of the larger 96 gallon containers. The recycling truck would be owned by the City and collect these pilot routes once weekly. Curbside collection frequency could vary based on volume needs. This expanded curbside service would remain single stream and accepted materials would not change from the existing program; the only difference would be additional routes and increased collection capacity. Drop-off recycling services provided by Recycle Ann Arbor and the City's end processor, Western Washtenaw Recycling Authority, would both stay the same.

One common problem for commercial curbside recycling users is blowing debris from the open 22 gallon containers we currently use. This results in litter being spread across the commercial districts since these bins are usually full to the brim for business community and prone to being knocked over by wind, snow removal, or pedestrian traffic. Aside from recycled material being lost as litter in this way, it's been encouraging to see those bins used to their capacity and gives the City confidence that our businesses districts are those who would stand to benefit immediately by increased collection capacity. From these businesses we estimate an annual increase by 20 tons for years 2020 and 2021, tapering to 15 ton growth in 2022, and 10 ton increases in 2023 and 2024. These estimates are based on the current rates of recycling, the potential to add additional users, and the increased demand for additional curbside collection capacity. Another indicator for growth in curbside recycling rates is how much material ends up in the commercial downtown dumpsters administered by YDDA. We estimate between 50-75% of the material that ends up in these dumpster corrals could otherwise be diverted by the increased collection capacity 96 gallon curbside carts would offer. This represents over 250 tons of additional material we could help divert on an annual basis, with the potential to divert even more through educational campaigns aimed at these partners in coordination with YDDA.

As mentioned earlier, some neighborhoods and businesses utilize the 22 gallon bins offered currently to their capacity and have expressed interest in larger carts so they can recycle more. We will perform a city wide survey to capture self-reported use of the existing curbside recycling program and examine demand for increased collection capacity. Using this information along with the existing metrics on use, special resident pilot routes will be developed that we estimate will increase recycling tonnage by 10 tons in the first year and steadily grow to 20 ton annual increases up to 2024 as we transition residents from bins to carts. This expanded service will increase the number of households we offer curbside recycling services to by including multifamily residential units or apartment complexes not eligible under the current

program. Education campaigns would be easier in these high density neighborhoods that are currently underserved and would be made more effective by the support of landlords and management companies. Landlords and management companies would benefit financially by diverting waste from landfills to recycling and have expressed a willingness and motivation to work with the City to offer recycling services.

Qualitative methods to measure participation include surveys about how residents feel the expanded curbside collection capacity would serve their needs, discussion and feedback from residents at City Council or other Commission meetings, and information collected anecdotally from businesses as they report to the YDDA, Depot Town Merchants, or Downtown Association of Ypsilanti. These organizations represent most of the businesses that would be served by the expanded curbside collection capacity this grant award would offer. Western Washtenaw Recycling Authority and the Department of Public Services could also offer qualitative information about how covered 96 gallon carts improve the cleanliness and value of recycling products as a commodity. Quantitative methods include annual measurements in tonnage and households served as reported by our Department of Public Services and end processor Western Washtenaw Recycling Authority.

The City of Ypsilanti increasingly relies upon digital platforms to communicate with stakeholders. Considerable staff time goes into stakeholder analysis identifying those impacted, affected, and interested, including traditionally underrepresented groups. Our digital presence is one of the most effective methods to education and engage the public on expanded curbside collection efforts. Information will be made available in a timely and accessible manner using the City website “Newsflash” feature. So when a newsflash is posted, an email/text is sent to subscribers about participating in residential or business expanded curbside pilot programs. When a newsflash is posted, a post is created on Facebook with a link back to the City website, where the most detailed information on all City recycling programs is located. Staff will duplicate the Facebook posting to Nextdoor, a social media platform specifically geared for neighborhood engagement where 1700 residents currently participate. City staff is also working on the creation of a YouTube channel, where educational and informative videos on the expanded curbside program and solid waste management plan with a goal of zero waste could be distributed across our digital footprints. The City maintains a registry of curbside recycling users including email addresses and those will be providing information about the grant project digitally with educational material on how to participate. The **Recycle, MI™** logo will be used on all education and outreach materials both physical and digital. In addition, the **Recycle, MI™** logo will be featured on the new recycling carts as part of the grant project. Additionally, outreach and education services will be provided to all Ypsilanti residents and businesses who currently have curbside recycling or who want to further explore waste diversion solutions.

The financial support of YDDA is key to expanding pilot programs that deploy 96 gallon carts for commercial curbside recycling service. YDDA is also responsible for the capital investment, maintenance, and service of cardboard recycling dumpsters located Downtown. Additionally, the Parks and Recreation Commission and Sustainability Commission both support the existing education and outreach efforts and have recommended the proposed expansion of curbside recycling services this grant award would help support. The following partners have expressed support for expanded curbside service and provided letters of recommendation for the DEQ to award our grant request: The Conventions and Visitors Bureau, Downtown Association of Ypsilanti (DAY), Depot Town Community Development Corporation, Sustainability Commission, Water Resource Commission, and Recycle Ann Arbor. These partners will also be integral to both digital and word of mouth education

about expanded curbside recycling services. The City motor pool fund will be used for grant match support as discussed in the upcoming budget section. City general funds will be used in support of curbside recycling pilot programs and other expansions beyond the grant project timeline supported by YDDA tax increment financing revenue in eligible districts. Operational funding sources also include a dedicated millage (2.7093 mills) which totaled \$69,304 in FY 18/19.

4 Describe how an evaluation of the project will be done, including how success will be defined and measured. A final report will be required, which must include any relevant and measurable data including previous and new diversion and/or participation rates (if known), lessons learned, and recommendations for future actions.

The City recognizes the important need for relevant and measurable data and takes great care to measure its waste footprint as part of the Solid Waste Management Plan with Washtenaw County and Western Washtenaw Recycling Authority. Annual data measuring total waste generation, total recyclable diversion, and total waste requiring landfill disposal is collected by both the City and County. The City also currently tracks local participation in curbside and drop off recycling services. Using these baseline statistics, we could quantitatively define success annually by measuring increased participation rates, increased total recyclable diversion, and reduced total waste requiring landfill disposal associated with the grant project. The City seeks to increase recycling tonnage 20% over the next five years and has identified residential and commercial target sources for growth in order to track progress. Each pilot program will serve as a test case from which to learn and make recommendations for future improvement. Tonnage measurements will be taken by Department of Public Service for each pilot program targeted in the business districts, high density residential routes, and neighborhoods with the highest demand. The City will also internally track the transition from bins to carts as a total and percentage of all households and YDDA district businesses. The city will define successful transition from bins to carts as 10% growth among all residential households and 20% growth among all YDDA district businesses annually.

5. Describe how evaluation results will be used and distributed, including any products that will result from the planned program.

Evaluation results will be used to inform decisions about when and where to allocate additional resources for expanded curbside service or where supplemental education and outreach is needed most. City staff will meet and review the results interdepartmentally to identify and prioritize opportunities for growth in pursuit of our goal to increase recycling tonnage, participation rates, and percentage transition from bins to carts. Quarterly online surveys of residents reported familiarity, participation, and satisfaction will be analyzed for decision making and public distribution. At every opportunity the City will seek to inform the public of ongoing efforts and make these quantitative and qualitative results public. The City will cultivate a competitive atmosphere among businesses and neighborhoods to increase their recycling tonnage and total recyclable diversion using a social media campaign where results will be tallied and shared. Small incentives and recognition through our social media platforms could reward those most successful at helping us reach our metric goals.

Work Plan:

- 1. Identify the tasks and responsible party for procurement of the infrastructure item(s) proposed in the application.**

Task 1A - The City has extensively researched its options for a recycling truck this grant award would help support and will make the necessary appropriations through the general fund and city motor pool fund totaling \$232,780.30 to purchase the 2020 CXU613 Mack LR with 20 Yard Leach Rear Loader as detailed and quoted in the attachments to this grant application

Task 1B – Department of Public Services employee Chris Simmons will order the truck from the City’s selected bid.

- 2. Identify the tasks and responsible party for deployment and/or utilization of the infrastructure item(s) proposed in the application.**

Task 2A - Economic Development Director Joe Meyers will work to ensure the necessary funds are thoughtfully reserved in the capital improvement planning process and adoption in order to transition from bins to carts along our aggressive growth timeline.

Task 2B- City Manager Darwin McClary and Acting Department of Public Services Director Brad Holman will ensure staffing levels support the additional time that may be needed to implement pilot programs that allow recycling tonnage to grow rapidly.

Task 2C – Community Development Manager Christopher Jacobs will physically and electronically distribute educational and outreach material to inform residents and business about the opportunity to participate in pilot programs this new recycling truck would support.

Task 2D – Community Development Manager Christopher Jacobs will solicit feedback through public survey about where demand for 96 gallon carts is highest among residents and businesses and make recommendations to Economic Development Director Joe Meyers about where pilot programs should be developed.

Task 2E - Acting Department of Public Services Director Brad Holman and Economic Development Director Joe Meyers will coordinate and plan specific routes to utilize this new recycling truck effectively and bolster the City’s curbside collection capacity.

Task 2F – Community Development Manager Christopher Jacobs will regularly engage stakeholders in the pilot program to celebrate successes and look for recommendations as part of a social media engagement campaign aimed at growing support for expanded curbside recycling pilot programs and diverting waste from landfills.

3. Identify the tasks and party responsible for preparing quarterly progress reports and the final project report.

Task 3A – Department of Public Services employee Chris Simmons will take the necessary steps to ensure accurate recycling tonnage measurements and participation rates are tracked in order to evaluate and make recommendations about each pilot programs effectiveness.

Task 3B - Acting Department of Public Services Director Brad Holman and Economic Development Director Joe Meyers will annually evaluate the percentage transition from bins to carts and quarterly evaluate the effectiveness of each pilot programs.

Task 3C- Economic Development Director Joe Meyers and Community Development Manager Christopher Jacobs will coordinate to prepare quarterly progress reports and final project report

Task 3D- Community Development Manager Christopher Jacobs will submit reimbursement request to Michigan Department of Environmental Quality

City of Ypsilanti Grant Project Timeline		
Tasks	Responsibilities Who Will Do It?	Timeline By When?
<u>Task 1A</u> - The City has extensively researched its options for a recycling truck this grant award would help support and will make the necessary appropriations through the general fund and city motor pool fund totaling \$305,280.30 to purchase the 2020 CXU613 Mack LR with 20 Yard Leach Rear Loader as detailed and quoted in the attachments to this grant application	City Council	June 30th, 2019
<u>Task 1B</u> – Department of Public Services employee Chris Simmons will order the truck from the City's selected bid.	Chris Simmons	January 1 2020 or sooner depending on when grant award are decided. We can execute purchase of the infrastructure item within 90 days of signing the grant agreement.
<u>Task 2A</u> - Economic Development Director Joe Meyers will work to ensure the necessary funds are thoughtfully reserved in the capital improvement planning process and adoption in order to transition from bins to carts along our aggressive growth timeline.	Joe Meyers	June 25th, 2019
<u>Task 2B</u> - City Manager Frances McMullan and Acting Department of Public Services Director Brad Holman will ensure staffing levels support the additional time that may be needed to implement pilot programs that allow recycling tonnage to grow rapidly.	Frances McMullan and Brad Holman	January 1 2020 or sooner depending on when grant award are decided
<u>Task 2C</u> – Community Development Manager Christopher Jacobs will physically and electronically distribute educational and outreach material to inform residents and business about the opportunity to participate in pilot programs this new recycling truck would support.	Christopher Jacobs	Within 90 days of the grant award in coordination with recycling truck procurement
<u>Task 2D</u> – Community Development Manager Christopher Jacobs will solicit feedback through public survey about where demand for 96 gallon carts is highest among residents and businesses and make recommendations to Economic Development Director Joe Meyers about where pilot programs should be developed.	Christopher Jacobs	Within 90 days of the grant award in coordination with recycling truck procurement
<u>Task 2E</u> - Acting Department of Public Services Director Brad Holman and Economic Development Director Joe Meyers will coordinate and plan specific routes to utilize this new recycling truck effectively and bolster the City's curbside collection capacity.	Joe Meyers and Brad Holman	Within 90 days of the grant award in coordination with recycling truck procurement and ongoing
<u>Task 2F</u> – Community Development Manager Christopher Jacobs will regularly engage stakeholders in the pilot program to celebrate successes and look for recommendations as part of a social media engagement campaign aimed at growing support for expanded curbside recycling pilot programs and diverting waste from landfills.	Christopher Jacobs	Within 90 days of the grant award in coordination with recycling truck procurement and ongoing
<u>Task 3A</u> – Department of Public Services employee Chris Simmons will take the necessary steps to ensure accurate recycling tonnage measurements and participation rates are tracked in order to evaluate and make recommendations about each pilot programs effectiveness.	Chris Simmons	As soon as pilot programs begin-ongoing
<u>Task 3B</u> - Acting Department of Public Services Director Brad Holman and Economic Development Director Joe Meyers will annually evaluate the percentage transition from bins to carts and quarterly evaluate the effectiveness of each pilot programs.	Joe Meyers and Brad Holman	Every 90 days and annually once pilot programs begin
<u>Task 3C</u> - Economic Development Director Joe Meyers and Community Development Manager Christopher Jacobs will coordinate to prepare quarterly progress reports and final project report	Joe Meyers and Christopher Jacobs	Quarterly beginning within 90 days of the grant agreement and the final report no later than six months after the infrastructure item(s) have been purchased or no later than February 28, 2021, whichever comes first.
<u>Task 3D</u> - Community Development Manager Christopher Jacobs will submit reimbursement request to Michigan Department of Environmental Quality	Christopher Jacobs	No later than September 30, 2020

Budget:

Please find the Application Budget Form included in this section outlining the eligible costs included in the \$315,280.30 grant project. Additionally, you may find the non-reimbursable Budget Form included to give you a sense of the City's financial commitment to a successful expansion of our curbside recycling program. The \$125,000 grant award we seek represents about 40% of the total cost for this grant project, leaving the City with just over \$190,000 or 60% of the total grant project. This grant match represents a contribution far in excess of the minimum 25% required and so we hope this is considered in the evaluation criteria. Attached as an addendum to this grant application you will find detailed descriptions and price quotes for the grant item to be purchased. The City will make the necessary appropriations through the general fund and city motor pool fund totaling to purchase the 2020 CXU613 Mack LR with 20 Yard Leach Rear Loader and the YDDA will provide \$10,000 of support for 100 96 gallon carts to begin our transition from bins as described in the preceding sections of this grant application.

**Department of Environmental Quality
Recycling Infrastructure Grant Application Budget Form**

Applicant Name: City of Ypsilanti				
Line Item No.	Budget Line Item Description	Quantity	Unit Price	Budget Amount
1	2020 CXU613 Mack LR w/ Rear Loader	1	\$ 232,780.30	\$ 232,780.30
2	Hydraulics and Cart Tipper Customization	2	\$ 72,500	\$ 72,500
3	96 Gallon Carts for 2020 collection	100	\$ 100	\$ 10,000
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$
Total Grant Budget				\$ 315,280.30
Grant Amount Requested		Local Match Amount		Total Grant Budget
\$ 125,000		\$ 190,280.30		\$ 315,280.30

The local match amount must equal at least 25 percent of the **total grant budget**. The local match amount can be greater than 25 percent of the total grant budget. The grant amount requested cannot exceed \$100,000.00.

For example, if the grant amount requested is \$100,000.00, the local match amount would have to be at least \$33,333.33, and the **total grant budget** would be \$133,333.33.



**Department of Environmental Quality
Recycling Infrastructure NON-REIMBURSABLE Budget Form**

Applicant Name: City of Ypsilanti				
Line Item No.	Budget Line Item Description	Quantity	Unit Price	Budget Amount
1	96 Gallon Carts for 2021 collection	50	\$ 100	\$ 5,000
2	96 Gallon Carts for 2022 collection	50	\$ 100	\$ 5,000
3	96 Gallon Carts for 2023 collection	50	\$ 100	\$ 5,000
4	96 Gallon Carts for 2024 collection	50	\$ 100	\$ 5,000
5	2020 Additional DPS staff time to collect pilot routes	520 Hours	\$ 20	\$ 10,400
6	2021 Additional DPS staff time to collect pilot routes	1,040 Hours	\$ 20	\$ 20,800
7	2022 Additional DPS staff time to collect pilot routes	1,560 Hours	\$ 20	\$ 31,200
8	2023 Additional DPS staff time to collect pilot routes	2,080 Hours	\$ 20	\$ 41,600
9	2024 Additional DPS staff time to collect pilot routes	2,400 Hours	\$ 20	\$ 48,000
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$
Total				\$ 172,000
Note: These costs are NOT eligible for reimbursement under the Recycling Infrastructure Grant but are necessary to complete the project.				



Table 2. Washtenaw County Residential Waste Generation - Modeled 2015

Community	Population¹	Total Waste Generation (Tons/Year)²	Total Recyclable Diversion (Tons/Year)²	Total Compost Diversion (Tons/Year)²	Total Requiring Disposal (Tons/Year)²
Ann Arbor City	118,017	49,321	14,714	8,137	26,470
Chelsea City	4,934	2,985	910	85	1,990
Dexter City	4,911	2,030	312	377	1,341
Milan City	3,920	2,804	360	436	2,009
Saline City	8,897	3,132	923	377	1,832
Ypsilanti City	19,985	5,041	772	860	3,409
Ann Arbor Township	4,271	1,852	378	264	1,210
Augusta Township	6,948	3,013	134	93	2,786
Bridgewater Township	1,663	721	131	24	566
Dexter Township	6,905	2,995	465	85	2,444
Freedom Township	1,461	634	12	6	616
Lima Township	3,690	1,600	250	46	1,304
Lodi Township	6,238	2,705	43	21	2,641
Lyndon Township	2,947	1,278	201	37	1,040
Manchester Township	2,603	1,129	194	36	900
Northfield Township	8,133	3,527	66	33	3,428
Pittsfield Township	38,309	16,614	3,082	2,153	11,380
Salem Township	5,724	2,482	42	21	2,420
Saline Township	2,057	892	15	7	870
Scio Township	17,050	7,394	352	246	6,797
Sharon Township	1,729	750	13	7	730
Superior Township	13,026	5,649	1,082	756	3,811
Sylvan Township	2,896	1,256	229	42	985
Webster Township	6,405	2,778	45	22	2,711
York Township	9,003	3,905	515	360	3,030
Ypsilanti Township	55,334	18,049	1,906	3,291	12,852
Barton Hills Village	318	138	2	1	134
Manchester Village	2,080	902	196	36	670
Total	359,454	145,578	27,344	17,860	100,374

Sources:

1 SEMCOG, 2015

2 Provided by community where available or RRS model, 2015



As a non-profit organization, Recycle Ann Arbor's mission is to develop and operate innovative reuse, recycling, and zero waste programs that improve the environmental quality of our community.

February 26, 2019

Christopher Jacobs
Community Development Manager
City of Ypsilanti
Ypsilanti, Michigan

Dear Christopher:

Recycle Ann Arbor (RAA) is pleased to support the Recycling Infrastructure Grant Proposal to the MDEQ from the City of Ypsilanti.

You have done your homework, and are now ready to move into the next generation of recycling services in Ypsilanti. The new collection truck you have envisioned, along with your commitment to fully transition to curbside collection over the next few years, will put you in a wonderful position to expand services into multi-family and commercial settings and to also collect recyclables more efficiently and safely. The carts will also provide a huge convenience to users, as our experience in Ann Arbor has demonstrated.

Please know that RAA will support you in whatever way that we can. RAA is already partnering with you for drop-off station services, and your renewed investment in recycling collection means greater opportunities to work together collaboratively in the future.

We therefore encourage the Michigan Department of Environmental Quality to consider the City of Ypsilanti for an award through the Recycling Infrastructure Grant Program.

Sincerely,

Bryan C. Weinert
Director of Strategy
Recycle Ann Arbor
bryancweinert@recycleannarbor.org

2420 S. Industrial Hwy. Ann Arbor, MI 48104
734-662-6288 • Fax 734-662-7749 • www.recycleannarbor.org



February 18, 2019

To whom it may concern:

Please accept this letter of support on behalf of the Ypsilanti Downtown Development Authority for the City of Ypsilanti curbside recycling program grant project. The YDDA represents the commercial interests in each of the three districts and is in close communication business owners that love the City's curbside recycling program but struggle with the limited collection capacity offered. This much valued resource allows the business community to divert waste destined for landfills to recycled commodities in a responsible and cost effective way. We are impressed by the City's commitment to this program and environmental efforts and wish to commit staff time and YDDA tax increment financing revenues up to \$10,000 in support of the grant project.

With the recent surge of new business downtown, coupled by the uptick in the economy, and the environment forethought our downtown businesses have, there is a demand for larger recycling bins. The addition of 96-gallon containers, and an additional utility vehicle to handle the load, would allow our businesses to continue with the environment in mind to recycle materials. This grant would allow for less material to hit our area landfills and be a responsible move for our environment.

We fully support the grant proposal and hope your review committee sees the need that our area has for this service.

Thank you.

Sincerely,



Christopher Jacobs
YDDA Executive Director
City of Ypsilanti
989.992.8457 Cell
cjacobs@cityofypsilanti.com



Parks & Recreation

City of Ypsilanti
Parks & Recreation Commission

February 15, 2019

To whom it may concern:

Please accept this letter of support on behalf of the City of Ypsilanti Parks & Recreation Commission for the City of Ypsilanti curbside recycling program. The Parks & Recreation Commission understands and values the importance of recycling in residential neighborhoods, business districts, and our public parks. The expansion of this important recycling program will help eliminate trash and waste from landfills and our beautiful parks and natural areas.

The expansion of the recycling program is a high priority to the Parks & Recreation Commission as we see the impact of it and seek to expand recycling into our park system to allow park users the opportunity to recycle while in our parks.

Again, we highly recommend that you fund this proposal. It will help address the increased need and demand for recycling in our community and allows us to expand recycling to provide a high quality of living and services to our residents.

Sincerely,

Evan Sweet, CPRP
Chair, Parks & Recreation Commission
City of Ypsilanti

City Hall: 734-483-1100
Public Services Department: 734-483-1421
Park Special Events: 734-482-9825

City of Ypsilanti
Parks & Recreation Commission
One South Huron Street
Ypsilanti, MI 48197
www.cityofypsilanti.com
parks@cityofypsilantimi.com

Senior Center: 734-483-5014
Rutherford Pool: 734-482-4401
Parkridge Community Center: 734-483-7700

SYNOD COMMUNITY SERVICES

Providing individualized services that maximize dignity and independence.

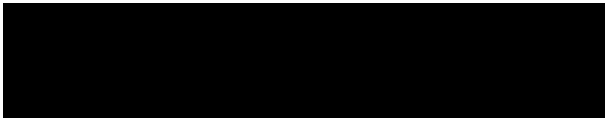
February 8, 2019

To whom it may concern:

Please accept this letter of support on behalf of Synod Community Services (SCS) for the City of Ypsilanti curbside recycling program. Synod Community Services was a regular utilizer of the City of Ypsilanti Recycling Program from the time we established of business presence in the City limits until it was closed in 2018. It was a much needed resource that greatly supported the direct assistance services we provide to older and disabled adults we encounter through our work in the community.

Over that period of time we utilized the service, we were able to redirect materials collected for a variety of reasons away from the landfill. Since the recycling station in the City has been closed, we have been forced to put more materials directly into the landfill stream.

Again, we strongly encourage you to fund this proposal. It addresses an opportunity to secure services that directly impact the environmental health of our community and the people who live in it.



Laurie Lutomski
Director of Programs

615 S. Mansfield, P.O. Box 980465, Ypsilanti, MI 48198-0465
Phone: 734.483.9363 Fax: 734.483.9557
www.synodhelps.org



BOARD OF PUBLIC WORKS

705 North Zeeb Road
P.O. Box 8645
Ann Arbor, MI 48107-8645

Phone: (734) 222-6860 Fax: (734) 222-6803

www.washtenaw.org/publicworks

EVAN N. PRATT, P.E.
Public Works Director

THEO EGGERMONT
Public Works Manager

February 25, 2019,

To whom it may concern:

Please accept this letter of support on behalf of Washtenaw County Public Works. We strongly support the City of Ypsilanti's efforts to expand their curbside recycling program. By approving this grant, the MDEQ enables the City of Ypsilanti to transition from bins to carts, greatly increasing their current 13% diversion rate while preventing litter created from overfull bins in windy conditions, and making a business collection pilot program with the DDA possible.

The expansion of recycling services fits in with the 2017 Washtenaw County Solid Waste Management Plan goals and objectives by working to increase municipal solid waste diversion rates from 33% to 38% in 2022 with the ultimate goal of reaching zero waste. Efforts, such as these by municipalities within Washtenaw County, are essential to achieving this objective. Additionally, Ypsilanti has been a strong advocate for forming a regional solid waste authority in Washtenaw County. In formation discussions, the authority stakeholders have placed an emphasis on improving metrics and increasing the quantity and quality of recyclable materials by emphasizing education and outreach to authority members. The Authority is expected to meet in early spring. Pairing increased collection in Ypsilanti with a regional campaign focused on metrics and education is an effective strategy to achieving diversion goals set forth by the 2017 Solid Waste Management Plan.

We encourage you to fund this proposal which will increase the availability of recycling within the City of Ypsilanti and ultimately divert materials away from the landfill. Despite or perhaps because of emergent national recycling issues, now is an ideal time to support increased collections for recyclable material within Washtenaw County.

A black rectangular redaction box covering the signature of Evan Pratt.

Evan Pratt
Washtenaw County Water Resources Commissioner
Director of Public Works

Office Open: Monday-Friday, 8:30 A.M. to 5:00 P.M.

February 14, 2019

To whom it may concern:

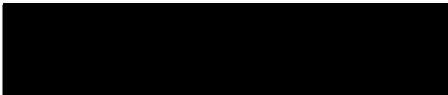
Please accept this letter of support on behalf of Destination Ann Arbor and Ypsi Real for the City of Ypsilanti curbside recycling program. Our office, located in the City of Ypsilanti, has been a regular utilizer of the curbside recycling program. This much valued resource that allows our office to efficiently dispose of recycle materials in a responsible and organized manner. We are impressed by the City's commitment to this program and environmental efforts and wish to continue participating to show our support to this endeavor.

With the recent surge of new business downtown, coupled by the uptick in the economy, and the environment forethought our downtown businesses have, there is a demand for larger recycling bins. The addition of 96-gallon containers, and an additional utility vehicle to handle the load, would allow our businesses to continue with the environment in mind to recycle materials. This grant would allow for less material to hit our area landfills and be a responsible move for our environment.

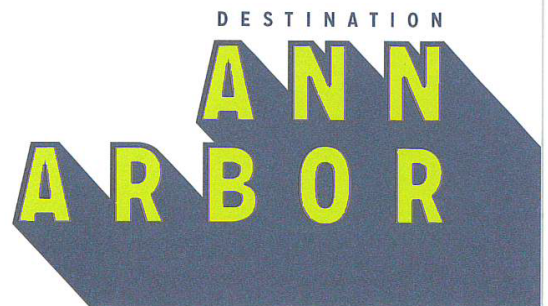
We fully support the grant proposal and hope your review committee sees the need that our area has for this service.

Thank you.

Sincerely,



Sarah Miller
VP, Finance & Administration
Destination Ann Arbor and Ypsi Real
smiller@annarbor.org
734-995-7281



Keith Michalowski
410 Maple St
Ypsilanti, MI 48198

February 15, 2019

To whom it may concern:

As the chair of the Sustainability Commission of the City of Ypsilanti, I have had the opportunity to see first hand how much time and effort goes into providing it's citizens access to reliable recycling services. As a Commission, we have been working with our recycling provider and local waste management leaders to help expand and improve our recycling services. We are currently working on an all encompassing Solid Waste Management Plan with a goal of Zero Waste. Ypsilanti is committed to sustainable and equitable future.

Our city would benefit greatly from the opportunity to purchase a new recycling truck. Our current vehicle is inadequate for our needs. We are currently working to ramp up our recycling program to include housing with greater than four units. This paired with plans to replace our recycling bins with carts will greatly improve our efficiency and the well being of our recycling workers. Once we are able to make the necessary improvements to our recycling program, I look forward to putting forth a resolution to institute composting. With both an improved recycling program and the addition of composting, our city could greatly reduce our landfill footprint.

Please provide Ypsilanti the opportunity to purchase a new recycling truck to help our recycling program grow into an example for our neighbors. I assure you our Commission will work tirelessly to bring this vision to reality. Thank you for your time and consideration.

Sincerely,

Keith Michalowski

2/19/2019

Toter 96 Gal. Greenstone Trash Can with Wheels and Attached Lid-025596-01GRS - The Home Depot

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Toter 64 Gal.
Greenstone Trash
Can with Wheels
(890)

\$79⁹⁷/each

Model # 025596-01GRS



Toter 32 Gal.
Greenstone Trash
Can with Wheels
(875)

\$59⁹⁸/each

Internet #100208798



Toter 48 Gal.
Greenstone Trash
Can with Wheels
(270)

\$75⁷¹/each

Store SKU #444916



Toter 96 Gal. Blue
Trash Can with
Wheels and
(4)

\$99⁹⁷/each

Store SO SKU #444916



Toter
Trash
Wheel

\$79⁹



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Toter

96 Gal. Greenstone Trash Can with Wheels and Attached Lid

<https://www.homedepot.com/p/Toter-96-Gal-Greenstone-Trash-Can-with-Wheels-and-Attached-Lid-025596-01GRS/100208798>

1/6

2/19/2019

Toter 96 Gal. Greenstone Trash Can with Wheels and Attached Lid-025596-01GRS - The Home Depot

★★★★★ (523)

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\$99⁹⁷

Quantity

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1

+

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Current Item



(890)

Toter 64 Gal.
Greenstone Trash
Can with Wheels

\$79⁹⁷**Add To Cart**

(270)

Toter 48 Gal.
Greenstone Trash
Can with Wheels

\$75⁷¹**Add To Cart**

(6)

Toter 96 Gal.
Blackstone Trash
Can with Wheels

\$154⁹⁷**Add To Cart**

Product Overview



10 year warranty

Durable, impact resistant and made from 50% recycled material

Easy to tilt, roll and maneuver on all terrain

Model #: 025596-01GRS**Sku #:** 444916**Internet #:** 100208798

There's no other curbside collection trash can that's built to last quite like a Toter. They are perfect for the collection, transport and disposal of waste and recycling for industrial, commercial, and institutional environments. Constructed using Toter's Advanced Rotational Molding process, Toter carts are built to keep working long after others fail - more than 2x longer. They stand up to just about anything that's tossed in them - or at them. Our trash cans offer superior durability and flexibility with features like extra material in critical wear areas, patented rugged rim and wheels and a wear strip on the bottom for added abrasion protection. Toter carts are compatible with automated or semi-automated collection waste truck lifters. Their impressive tilt-to-roll ratio and easy maneuverability create an effortless roll to the curb, while the large footprint and aerodynamic design create superior wind and set-down

stability. And they're great for more than waste and recyclables. Use them for storing birdseed, dog food, sports equipment and more. All trash cans are ANSI certified and protected by a 10-year warranty.

- Flexible and impact-resistant with factory-installed 360° rotating steel stop bar to handle the continued stress of automated and semi-automated waste collection
- Rugged Rim with reinforced material in critical wear areas for long life
- Textured granite finish masks normal wear and tear to keep cart looking new for years
- Universal design compatible with automated and semi-automated curbside collection waste truck lifters
- Easy tilt/roll and stable movement over all terrain - Equipped with 2 rugged wheels and molded-in axle
- Ideal handle height and best-in-class ergonomics provide easier maneuverability
- Lid is securely attached to keep contents inside
- Perfect for indoor or outdoor use
- Constructed using super durable, medium density polyethylene
- Molded in America using up to 50% recycled content and are 100% recyclable
-



TECHNICAL SPECIFICATION

LR 64R

APPLICATION PACKAGES			DESCRIPTION
S	023AB3	APPLICATION RECOMMENDATIONS	WITHOUT SPECIAL SALES PACKAGE

CUSTOMER/VEHICLE INFO			DESCRIPTION
S	0029V2	CHASSIS (BASE MODEL)	LR 64R DAYCAB
S	PB10A1	PRICE BOOK LEVEL	2020A Pricebook
	A19059	VEHICLE MODEL YEAR	2020 MODEL YEAR
	MP2002	CUSTOMER FLEET SIZE	REGIONAL FLEET 25 OR MORE VEHICLES IN OWN FLEET OF ANY VEHICLE BRAND
S	013001	TYPE OF SERVICE	COMMERCIAL
S	M98018	WARRANTY REGISTRATION LOCATION	US - WARRANTY REGISTRATION LOCATION
S	505015	INITIAL REGISTRATION LOCATION	ALL 50 STATES, CARB ENGINE EMISSION (US17)
S	534014	LANGUAGE-PUBS/DECAL/SIGNS	ENGLISH
S	APPAA3	VEHICLE APPLICATION CLASS	CLASS B HIGHWAY-INNER CITY
	0050V5	VEHICLE USE & BODY/TRAILER TYPE	REFUSE REAR LOADER TRUCK
S	032A39	TERRAIN GRADE	NORMAL HIGHWAY, STARTING GRADES<12%
S	033A10	LOADING SURFACE	CONCRETE LOADING AND / OR UNLOADING SURFACE
S	0342A4	VEHICLE VOCATION	REFUSE / LANDFILL OPERATION
S	022001	PILOT INSPECTION	NO PILOT REQUESTED

ENGINE/TRANSMISSIONS			DESCRIPTION
S	1000T0	ENGINE PACKAGE, COMBUSTION	MP7-325M MACK 325HP @ 1400-1900 RPM (PEAK) 2100 RPM (GOV) 1260 LB-FT, US'17
S	136AS6	TRANSMISSION	4500 RDS 6 SP-ALLISON RUGGED DUTY SERIES GEN 5 W/PROGNOSTICS

EXHAUST/EMISSIONS			DESCRIPTION
S	DPFAA3	DPF DIESEL PARTICULATE FILTER	CLEARTECH VV DPF VERTICAL LH SIDE BACK OF CAB W/SCR VERT RH SIDE BOC
	DF1021	DEF TANK	6.6 GALLON (25 L) 22" DIAMETER TANK LEFT SIDE MOUNTED
	130AB7	EXHAUST	SINGLE VERTICAL RIGHT SIDE OUTBOARD MOUNTED STRAIGHT EXH STACK PLAIN END PERF STACK DIFFUSER
S	Q0AA1X	EXHAUST SYSTEM MATERIAL FINISH	W/O VERT EXH-BRIGHT FINISH

MACK® TECHNICAL SPECIFICATION (cont.)

EXHAUST/EMISSIONS			DESCRIPTION
S	W4BZ1X	REGENERAT CONTROL SWITCH, DPF	W/O DPF REGENERATION CONTROL SWITCH
S	78AC7X	EMISSION ON BOARD DIAG CONTROL	EMISSION OBD, DISPLAY ONLY, USA2018

ENGINE EQUIPMENT			DESCRIPTION
S	125AA6	AIR CLEANER	13" (330 mm) DIAMETER BEHIND CAB W/SNORKEL, SINGLE ELEMENT DRY TYPE
S	113AA5	AIR COMPRESSOR	MERITOR/WABCO 636 (37.4 CFM) WITHOUT CLUTCH
	132AB8	ALTERNATOR	DELCO 12V 165A (36SI) BRUSHLESS W/ REMOTE VOLTAGE SENSING
	316AA7	BATTERIES	(3) MACK 12V 1000/3000 CCA THREADED STUD TYPE
S	393AD9	BATTERY BOX - MOUNTING	PERPENDICULAR TO FRAME 11" FROM NTOF (3 BATTERY MAX)
S	L5XA1X	BATTERY BOX COVER	MOLDED PLASTIC
S	LLXZ1X	EMERGENCY START CONNECTIONS	W/O EMERGENCY STARTING RECEPT.
S	318AA3	BATTERY DISCONNECT SWITCH	FLAMING RIVER BIG SWITCH WIRED TO POSITIVE SIDE
S	NCXA5X	STARTER	12 VOLT DELCO 39MT-MXT
S	110AA1	ENGINE BRAKE	W/O ENGINE BRAKE
S	118AB8	FAN DRIVE	BEHR FAN AND ELECTRONIC MODULATING VISCOUS FAN DRIVE
	119AG9	COOLANT PROTECTION	ETHYLENE GLYCOL EXTENDED LIFE COOLANT (50/50 MIX DYED RED) TO -34DEG, W/ LONG LIFE FILTER
	HWXD1X	COOLANT FILTER / CONDITIONER	SPIN ON CANISTER W/O CHEMICAL FOR USE W/ EXTENDED LIFE COOLANT ONLY
S	508018	COOLING PERFORMANCE	W/O AUXILIARY COOLING
	124003	HOSES - RADIATOR/HEATER	SILICONE W/SPRING LOADED CLAMPS FOR BOTH RAD & HTR HOSE
	293AA3	FUEL-WATER SEPARATOR	DAVCO 382, (FLUID HTD) FUEL HEATER/WATER SEPARATOR W/VENDOR PRIMARY
S	J7XZ1X	AUX. FUEL SYSTEM EQUIPMENT	WITHOUT AUXILLIARY FUEL HEATING
S	QHXC1X	OIL PAN	OIL PAN
S	5NXA1X	ENGINE BLOCK HEATER	120V 1500W ENGINE BLOCK HEATER
S	4TBA1X	ENGINE BLOCK HEATER RECEPTACLE (CA)	ENGINE BLOCK HEATER RECEPTACLE, BASIC LOCATION
S	EFXZ1X	ENGINE OIL PAN HEATER	W/O OIL PAN HEATER
S	36AB1X	TETHER DEV PKG, CAPS & COVERS	PLASTIC COATED CABLE, MOUNTED FRONT OF EACH BATTERY BOX LENGTH TO ALLOW COVER TO SET ON GROUND
	NDXA1X	ENGINE STARTING AID	ELECTRIC PREHEATER

CLUTCH/TRANS EQUIPMENT			DESCRIPTION
S	2VAZ1X	GEARSHIFT INHIBITOR (CA)	WITHOUT GEAR SHIFT INHIBITOR
S	195AA9	DRIVELINE - MAIN	MERITOR 176 MXL "XTENDED LUBE"
S	204AA5	DRIVELINE - INTERAXLE	MERITOR 17 MXL "XTENDED LUBE"
S	76AA1X	PROPELLR SHAFT MAIN, UNVSL JNT	UNIVERSAL JOINT HALF-ROUND TYPE
S	8WAAAX	PROP SHAFT INTERAXL UNIV JOINT	HALF-ROUND UNIVERSAL JOINT
S	442022	TRANSMISSION TORQUE CONVERTER	FURNISH TC541 FOR USE W/ALLISON (HD) SERIES WORLD TRANSMISSION
S	7RXAEX	LUBRICANTS, TRANSMISSION	TRANSYND SYNTHETIC LUBE FOR ALLISON TRANS
S	139AA7	TRANSMISSION OIL COOLER	FURNISH FOR ALLISON TRANSMISSION W/DIRECT MOUNT COOLER
S	M6CA3X	TRANSMISSION OIL MONITORING	WITHOUT TRANSMISSION OIL MONITORING, REMOTE FITTING

FRONT AXLE EQUIPMENT			DESCRIPTION
S	240AA3	FRONT AXLE	20000# (9100 KG) MACK FXL20 WIDE PIVOT CENTER STRAIGHT SPINDLE/UNITIZED BEARINGS
S	244AB4	SPRINGS - FRONT	MACK TAPERLEAF 20000# (9100 KG) GROUND LOAD RATING
S	241081	FRONT AXLE BRAKES	MERITOR "S" CAM TYPE 16.5" x 6" Q+

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FRONT AXLE EQUIPMENT		DESCRIPTION
	LQXABX	BRAKE LINING MATERIAL FRONT
S	U3XA1X	BRAKE, FRONT
S	UDXZ1X	FRONT AXLE BRAKE DUST SHIELD
	U0AB1X	FRONT BRAKE ADJ. MANUFACTURE
S	V7AD1X	FRONT BRAKE CHAMBER MFG.
S	O5BE1X	FRONT BRAKE CHAMBER SIZE
S	0KXA1X	HUB MATERIAL, FRONT
S	1KAA1X	SHOCK ABSORBER, FRONT
S	245AA6	STEERING
S	2SAA1X	BUMP STOP, FRONT SUSPENSION

REAR AXLE EQUIPMENT		DESCRIPTION
	268AA9	REAR AXLES - TANDEM
S	6MAA1X	REAR AXLE CASING WIDTH
S	R4XZ1X	LUBE PUMP, REAR AXLE
S	018AA6	CARRIER - REAR AXLE
	TAXHLX	REAR AXLE RATIO
	1860J6	REAR SUSPENSION - TANDEM
	XZXA1X	REAR SUSP. BEAM BUSHINGS
S	GWXABX	BOGIE SPREAD, REAR
S	ZAX99X	SUSPENSION LEVELLING DEVICE
S	2AAABX	REAR SPRING INSULATOR MAT'L
S	YVXZ1X	REAR SHOCK ABSORBER
S	XYXB1X	TRANSVERSE TORQUE RODS, R SUSP
S	253AA4	BRAKES - REAR
	MAXCAX	BRAKE LINING MATERIAL DRIVE
S	U4XA1X	BRAKE DRUMS/ROTORS - REAR
	U1AB1X	REAR BRAKE ADJ MANUFACTURE
S	UEXZ1X	DRIVE AXLE BRAKE DUST SHIELD
S	V1AB1X	REAR BRAKE CHAMBER SIZE
S	300AD0	REAR BRAKE CHAMBER
	3GAB1X	BRAKE CHAMBER DIAPHRAGM MATERIAL (CA)
S	0LXI5X	HUB MATERIAL, DRIVE
S	1CXI2X	HUB OIL SEAL, DRIVE
S	N2AE1X	SPINDLE NUTS, MAIN AXLE
S	3LAC1X	POWER DIVIDER LOCKOUT
	7WXB1X	LUBRICANTS, REAR AXLE(s)
S	254AA1	TRACTION DIFFERENTIAL
S	9GAAAX	ABS SENSOR & MODULATOR
S	698AA4	ANTILOCK BRAKE SYSTEM

FRAME EQUIPMENT/FUEL TANKS		DESCRIPTION
	271246	WHEELBASE
	374067	AF (OVERHANG)

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FRAME EQUIPMENT/FUEL TANKS			DESCRIPTION
S	274AB2	FRAME RAILS	STEEL-3/8" X 13 3/8" X 3 1/4" (CLASS 8)
S	7TXZ1X	RUST PROTECTION (for frame), ADDITIONAL (CA)	W/O RUST PREVENTATIVE OPTION
	Z9XB3X	FRAME INNER LINER	FULL INSIDE REINFORCEMENT, STEEL 1/4" 6.35
S	5CAZ1X	FRONT FRAME EXT. (BOLTED ON)	W/O FRONT FRAME EXTENSION
S	281A1	CROSSMEMBERS	STEEL 1/2" PL BOLTED BOC & INTERMDT 1/8" BELOW TOP OF RAIL
S	Q9AZ1X	FRAME RAIL FREE SPACE	W/O FRAME RAIL CLEARANCE
	AXXZ1X	AUX CROSSM. IN REAR OVERHANG	W/O OPTIONAL CROSSMEMBERS BEHIND REAR AXLE/BOGIE
S	Q5AA1X	REAR CROSSMEMBER OPTIONS	FURNISH STANDARD STEEL CLOSING REAR CROSSMEMBER
S	2HXD1X	MUDFLAP, FRONT AXLE	12" FRONT FENDER MOUNTED
	4DXF5X	FRONT BUMPER	STAINLESS STEEL CLAD ALUMINUM FRONT BUMPER, EXTENDED CAB VERSION
S	5EXF1X	GUARD, UNDER FRONT	SKID PLATE UNDER BUMPER AND RADIATOR
S	4EXD1X	TOWING DEVICE, FRONT	CENTER TOW CAPABILITY BASED ON BUMPER SELECTION
S	6PXZ1X	TOWING DEVICE, REAR	WITHOUT TOWING DEVICE, REAR
	2RAA1X	FUEL LEVEL SENDER UNIT, LIQUID	BASIC FUEL LEVEL SENDER MOUNTED ON L.H TANK
	288AH2	FUEL TANK - LH	80 GALLON (300 L) ALUMINUM, 26"x24" RECTANGULAR
	290AA1	FUEL TANK - RH	W/O RH FUEL TANK
S	JHXC1X	FUEL HOSES, LIQUID	AEROQUIP FIRE RESISTANT HOSE
	HBXANX	FUEL TANK POSITION (CA)	LOCATE BEHIND LH RAIL- 5" BELOW TOP OF RAIL
	852022	FILLER NECK SCREENS	FOR LH FUEL TANK
S	R0AZ1X	FUEL TANK POLISH OPTION	W/O BRIGHT FINISH FUEL TANKS

AIR/BRAKE			DESCRIPTION
S	VHXECX	AIR DRYER - MANUFACTURER	WABCO AIR DR, 1800P W/O TURBO CUT OFF VALVE, W/COALESC OIL FILTER
S	UWXA1X	AIRTANK DRAIN VALVE	AUTO DRAIN VALVE, HEATED ON SUPPLY TANK, MANUAL (PETCOCK) ON ALL OTHER TANKS
	U2XA1X	AIRTANK MATERIAL	ALUMINUM, PAINTED
S	KOXA1X	AIR DRYER POSITION (CA)	W/O RELOCATION OPTION
S	MCXZ1X	CHASSIS PACKAGING (CA)	WITHOUT CUSTOMER SPECIFIED CHASSIS PACKAGING
S	VSXZ1X	AUXILLIARY AIRTANK	W/O INCREASED AIR RESERVOIR CAPACITY
S	1JAAAX	PARKING BRAKE VALVE	SINGLE VALVE SYSTEM
	3KAZ1X	AUXILIARY BRAKE CONTROL	W/O WORK BRAKE
S	7SAZ1X	BODY BUILDER, AIR PREP KIT	W/O BODYBUILDER AIR LINES

ELECTRICAL			DESCRIPTION
	5RXA5X	BACK-UP ALARM	ECCO BACK-UP ALARM SA917 (AMBIENT NOISE SENSITIVE) 87-112 dB
S	312006	ROOF MARKER LIGHT	TRUCKLIGHT LED TYPE ROOF MARKER for LR
S	2PAZ1X	WARNING LIGHTS BODY	W/O PWR TERMINAL-STROBE LIGHT OPTION
S	LJXB1X	HEADLIGHT LAMP TYPE	HEADLAMP BULB TYPE, LED
	5KAAAX	HEADLAMP PROTECTION	HEADLAMP PROTECTION
S	LSXH2X	DAYTIME RUNNING LIGHTS	ENGINE RUNNING ACTIVATED
	NEXC1X	TAIL LAMPS	INCANDESCENT TAIL LAMPS
S	M4XAAX	AUX. POWER OUTLET, INTERIOR	COMPUTER AND 2-WAY RADIO DEDICATED CIRCUIT
S	3BCB1X	FRONT & SIDE INDICATOR LMP TYP	FRONT AND SIDE DIRECTION IND & MARKER, LED TYPE
S	PAXD0X	CIRCUIT PROTECTION (CA)	ALL CIRCUITS FUSE/BREAKER PROTECTED

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TRAILER CONNECTIONS			DESCRIPTION
	4BAB1X	EXT. INDICATOR LMP, MAIN SWITCH (CA)	WIRED THRU OUTER MARKER LIGHTS
PTO			DESCRIPTION
	826016	HYDRAULIC PUMP	WITHOUT HYDRAULIC PUMP
S	T1XZ1X	PTO ENGINE MOUNTED, REAR	WITHOUT PTO ENGINE REAR
	183AA1	CRANKSHAFT ADAPTER	W/O FRONT ENGINE PTO DRIVE
	T4XZ1X	PTO TRANSM. MOUNTED	W/O TRANSMISSION MOUNTED PTO
	L3XN1X	BODY BUILDER MODULE	ControlLink III BODY BUILDER EL PREP KIT, REFUSE, RP170 ELECT. INTERFACE (3 CON 54 PINS)
SPECIALTY EQUIPMENT			DESCRIPTION
S	8FXU1X	TRANSPORT ADAPTATION	FURNISH DRILLINGS ONLY TIE DOWN BRKTS 173"WBNO FRAME MODIFICATIONS PROVIDED
S	D5XZ1X	UNIQUE DECALS MACHINE DIRECTIV (CA)	W/O SPECIAL DECALS
CAB INTERIOR (A THRU Q)			DESCRIPTION
S	75AA1X	CAB HEATER UNIT	STD HEATER
S	4AXB1X	CLIMATE UNIT	MACK INTEGRAL W/HEATER (COMBO HEATER/AIR CONITIONER UNIT) W/R134a REFRIGERANT
S	PVXA2X	AIR RESTRICTION INDICATOR	GRADUATED LOCK UP (AIR CLEANER INTAKE MOUNTED)
S	R9AZ1X	BLIND SPOT VISION SYS. REAR	W/O REAR VIEW CAMERA PREP KIT
S	3CAZ1X	DRIVER AUXILIARY FAN	W/O CAB FAN, AUX AIR CIRC OPTION
S	31XABX	FLOOR MATS	FLOOR MAT, RUBBER
	786026	FIRE EXTINGUISHER	5LB EXTINGUISHER (ABC RATED) MOUNTED ON INTERIOR REAR CAB PANEL BETWEEN SEATS (FIRE EXTINGUISHER)
	D9AAAX	GAUGE - EXHAUST PYROMETER	EXHAUST PYROMETER GAUGE
S	E0AABX	GAUGE - TRANSMISSION OIL TEMP	TRANSMISSION GAUGE AND TRANS. OIL HIGH TEMPERATURE LIGHT
S	Z8XZ1X	TIME COUNTER (CA)	W/O INDEPENDENT ENGINE HOURMETER
S	198048	GAUGES - UNIT OF MEASURE	U.S. UNITS (PREDOMINANT)
S	A5BZ1X	NUMBER OF AUXILIARY GAUGES, 1	WITHOUT AUXILIARY GAUGES
CAB INTERIOR (H THRU R)			DESCRIPTION
S	160AA2	KEYED ALIKE CHASSIS	ALL CHASSIS KEYED AT RANDOM
	0GAA1X	PERSONALIZED NAME PLATE	PERSONALIZED NAME PLATE
S	N1XZ1X	ELECTRICAL DASH OUTLET	W/O CAB POWER OUTLET
S	17400N	AUDIO ACCOMMODATION	PREMIUM STEREO, AM/FM, CD-PLAYER, MP3, WEATHER BAND, BLUETOOTH
S	73AD1X	ANTENNA - RADIO	RADIO ANTENNA, CH STYLE COWL MOUNTED ON LH SIDE
	0LAA1X	AUDIO SHUTOFF	AUTO SHUTOFF FOR RADIO ENTERTAINMENT SYSTEM WHEN VEHICLE IS ENGAGED IN REVERSE
	IFXB1X	REAR WALL STORAGE COMPARTMENT	STORAGE POUCH REAR
S	3QCZ1X	OVERHEAD SWITCH PANEL	WITHOUT OVERHEAD SWITCH PANEL
CAB INTERIOR (S THRU Z)			DESCRIPTION
S	196096	SEAT - DRIVER'S	SEARS SEATING C-2 W/FABRIFORM CUSHIONS (MID BACK) AIR SUSPENSION
	1970C7	SEAT - PASSENGER'S	OMIT RIDER SEAT
	4850F0	SEAT COVERING	FABRIFORM CLOTH, BLACK, DRIVER SEATS

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CAB INTERIOR (S THRU Z)		DESCRIPTION
	5920D2	SEAT BELT(S)
		LAP & SHOULDER BELTS FOR (2) DRIVER SEATS, TO BE ORANGE IN COLOR
S	2WXAAX	STEERING WHEEL
		TWO SPOKE URETHANE GRIP CHARCOAL SPOKES
	XRXB1X	STEERING WHEEL ADJUSTMENT
		STEERING COLUMN, ADJUSTABLE TILT TELESCOPE
S	NPXB1X	TURN SIGNALS
		SELF CANCELLING TURN SIGNALS
S	JQXAAX	WASHER RESERVOIR POSITION
		W/O WINDSHIELD WASHER OPTION
	T2AZ1X	WINDSHIELD PROTECTOR
		OMIT WINDSHIELD PROTECTOR
S	49XZ1X	SUNVISOR INTERIOR, SIDE
		BOTH SIDES

CAB EXTERIOR		DESCRIPTION
S	88AA1X	EMBLEMS OPTION
		EMBLEMS OPTION, COMPLETE
	28XB1X	FRONT GRILLE
		BRIGHT FINISH
	14400R	CAB
		RH & LH SIT DOWN DRIVING POSITION, EXTENDED CAB VERSION
	424007	CAB DOOR OPTIONS
		LH & RH FRONT HINGED DOORS W/POWER WINDOWS BOTH SIDES
	2LCA1X	CAB CORNER PROTECTION, FRONT
		CAB CORNER PROTECTION, FRONT
S	2EXA1X	CAB TILT PUMP
		LOCATED IN STD LOCATION
S	ARXZ1X	CABLE KIT XLAMPS FRONT/ROOF
		W/O ROOF MTD LAMP OPTION
S	Q2AA1X	CAB INSTEP VERSION
		STANDARD 2 STEP CAB ACCESS
S	644014	CAP PEEP WINDOW
		W/O RH DOOR PEEP WINDOW AND W/O LH DOOR VENT
S	2YXZ1X	ROOF HATCH OR COOLER
		W/O ROOF VENT VENTILATION
S	154AB0	HORN - AIR
		(1) TWIN-UNDER CAB TRUMPET W/DUAL LANYARD CONTROL
S	LXXC1X	HORN - ELECTRICAL
		SINGLE TONE
S	152022	MIRRORS - EXTERIOR
		LH & RH ELECTRIC HEATED & OPERATED, W/O MEMORY
S	153023	MIRRORS - CONVEX TYPE CAB DOORS
		BLACK SQUARE HEATED CONVEX MIRROR - (except on bi-fold doors)
	43XABX	MIRRORS - PROXIMITY
		RECTANGULAR CONVEX ABOVE RH & LH DOOR
S	4NXZ1X	SUNVISOR, EXTERIOR
		WITHOUT EXTERIOR SUN VISOR

WHEELS & TIRES		DESCRIPTION
S	4WCC1X	GHG STEER TIRE CATEGORY (PAWS)
		LOW ROLLING RESISTANCE, BETTER FUEL ECONOMY
	9003B0	TIRES BRAND/TYRE - FRONT
		315/80R22.5 L MICHELIN X WORKS Z (18180 lbs) (Total for QTY = 2)
S	5310L1	WHEELS - FRONT
		22.5x9.00 ALCOA ULTRA ONE ALUM DISC 10-HP; 11.25" BC, 5.96"INSET (Total for QTY = 2)
S	49AALX	WHEEL FINISHING, FRONT
		MACHINE CLEAN BUFFED-ALL WHEELS (Total for QTY = 2)
S	FWT002	FRONT AXLE TIRE & WHEEL QUANTITY
		TWO FRONT TIRES & WHEELS
	4XCG1X	GHG DRIVE TIRE CATEGORY (PAWS)
		OTHER (NON-SPECIFIED), VERY POOR FUEL ECONOMY
	901BG1	TIRES BRAND/TYRE - REAR
		11R22.5 G MICHELIN XDN2 (23360 lbs) (DRIVE ONLY) (Total for QTY = 8)
S	346AI7	WHEELS - REAR
		22.5x8.25 ALCOA LVL ONE ALUM DISC 10-HOLE HUB PILOTED (11 1/4" 286mm BOLT CIRCLE) (Total for QTY = 8)
S	2350E5	REAR DISC WHEEL:POLISH
		MACHINE CLEAN BUFFED - ALL WHEELS (Total for QTY = 8)
S	RWT008	REAR AXLE TIRE & WHEEL QUANTITY
		EIGHT REAR AXLE TIRES & WHEELS
S	H1EB1X	DRIVE WHEEL STUDS
		DRIVE WHEEL STUDS LONGER LENGTH
S	15XABX	TIRE INFLATION VALVE
		STANDARD VALVE STEMS AND CAPS
S	6VXZ1X	SPARE WHEEL
		W/O SPARE WHEEL, W/O SPARE TIRE
S	FMXZ1X	HUB/WHEEL ISOLATOR DRIVE
		W/O PROTECTIVE NYLON SPACER BETWEEN DISCS WHEEL TO DRUM

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COMMUNICATION SYSTEMS			DESCRIPTION
S	Y7CA1X	DIAGNOSTICS DISPLAY IN CLUSTER	DIAGNOSTICS DISPLAY IN CLUSTER, BASIC
S	M30060	TELEMATIC GATEWAY	GUARDDOG CONNECT WITH 4G/LTE AND WLAN SYSTEM WITH DIAGNOSTIC SERVICES
	2JCA1X	REMOTE DIAG SERVICES	REMOTE DIAGNOSTIC SERVICES, ENABLED
S	U5CD1X	REMOTE SOFTWARE UPGRADE	REMOTE SOFTWARE UPGRADE ENABLED
S	9XDZ1X	SOFTWARE DOWNLOAD PASSWORD	WITHOUT SOFTWARE DOWNLOAD PASSWORD
S	9YDZ1X	SOFTWARE DOWNLOAD NOTIFICATION	WITHOUT SOFTWARE DOWNLOAD NOTIFICATION

ENGINE ELECTRONICS			DESCRIPTION
S	WOXA1X	OIL PRESSURE, ENGINE SHUTDOWN	OIL PRESSURE, ENGINE SHUTDOWN
S	WIXZ1X	COOLANT LEVEL, ENGINE SHUTDOWN	WITHOUT COOLANT LEVEL ENGINE SHUTDOWN
S	WMXA1X	COOLANT TEMP, ENGINE SHUTDOWN	COOLANT TEMP, ENGINE SHUTDOWN
S	K5XA2X	ENGINE PROTECTION SYSTEM	ENGINE PROTECTION (SHUTDOWN)
S	C7AZ1X	ENG FAN CNTL, A/C ON, TIME SET	WITHOUT ENG FAN CONTROL, A/C ON, TIME SETTING
S	K7XH3X	ENGINE IDLE CONTROL	IDLE CONTROL, 650 RPM
S	M6AZ1X	ENGINE IDLE ADJUST	WITHOUT ENGINE IDLE ADJUST
S	X0AB0X	SMART IDLE ELEVATED IDLE RPM TIME	INCREASE 10 MINUTE MAXIMUM TIME
S	M3CA1X	IDLE S/D ABS TAMPER CHECK	IDLE SHUTDOWN ABS TAMPER CHECK, ENABLED
S	B2AZ1X	ENGINE IDLE COOLDOWN	ENGINE IDLE COOLDOWN, DISABLE
S	A3AZ1X	IDLE SHUTDOWN	ENGINE IDLE SHUTDOWN, DISABLE
S	E0XGAX	ENGINE IDLE SHUTDOWN TIME	IDLE SHUTDOWN TIME 10 MIN.
S	B1ACAX	IDLE S/D WARNING TIME	30 SEC IDLE S/D WARNING TIME
S	A8AALX	IDLE S/D IF WARM-UP TEMP	38C DEG (100F), WARM UP TEMP DELAY
S	A4AAEX	IDLE S/D WARM-UP TIMER	5 MIN. WARM UP TIME DELAY
S	A7AZ1X	IDLE S/D IF EHT ACTIVE	WITHOUT ENGINE IDLE SHUTDOWN TIME OVERRIDE IF EHT ACTIVE
S	A6AABX	IDLE S/D IF PTO ACTIVE	ENGINE IDLE SHUTDOWN TIME OVERRIDDEN IF PTO ACTIVE
S	B0AAAX	IDLE SHUTDOWN IF POWER > LIMIT	ENG IDLE SHUTDOWN TIME OVERRIDDEN IF TORQUE > THAN LIMIT
S	M4CZ1X	IDLE S/D OVERRIDE %ENGINE LOAD	WITHOUT IDLE SHUTDOWN OVERRIDE
S	D2AADX	AMBIENT TEMP MIN TRESHOLD	AMBIENT TEMP MIN TRESHOLD, 10 DEG C, (50 DEG F)
S	D3AAEX	AMBIENT TEMP MAX TRESHOLD	AMBIENT TEMP MAX TRESHOLD, 27 DEG C, (80 DEG F)
S	B3ABAX	EL HD THROTTLE,MAX ROAD SPEED	ELECTRONIC HAND THROTTLE, MAX ROAD SPEED, 16 KMH (10 MPH)
S	B6ACEX	EL HAND THROTTLE,MAX ENG SPEED	ELECTRONIC HAND THROTTLE, MAX ENGINE SPEED, 2100 RPM
S	B4ADAX	EL HAND THROTTLE,MIN ENG SPEED	ELECTRONIC HAND THROTTLE, MIN ENGINE SPEED, 700 RPM
S	B9AABX	EL HD THROTTLE,SPEED RAMP RATE	ELECTRONIC HAND THROTTLE, SPEED RAMP RATE, 100 RPM/SEC
S	B7AZ1X	EL HD THROTTLE,SGL SPEED CNTRL	WITHOUT ELECTRONIC HAND THROTTLE, SINGLE SPEED CONTROL
S	B8AZ1X	EL HAND THROTTLE,SGL SPEED SET	WITHOUT ELECTRONIC HAND THROTTLE, SINGLE SPEED SETTING
S	C0AZ1X	EHT, JUMP TO MIN ENG SPEED	WITHOUT ELECTRONIC HAND THROTTLE, JUMP TO MIN. ENGINE SPEED
S	L9CZ1X	EHT HOLD TO NEAREST RPM	WITHOUT ELECTRONIC HAND THROTTLE HOLD
S	M1CZ1X	EHT ACCEL BUMP-UP RPM	WITHOUT ELECTRONIC HAND THROTTLE ACCEL "BUMP-UP"
S	M2CZ1X	EHT DECEL BUMP-DOWN RPM	WITHOUT ELECTRONIC HAND THROTTLE DECEL "BUMP-DOWN"

TRANSMISSION ELECTRONICS		DESCRIPTION
	X9CA1X	ENGINE SMART TORQUE FEATURE
	U7AA1X	TRANSMISSION PROTECTION
	E1EGXX	ALLISON GPIO PACKAGE

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TRANSMISSION ELECTRONICS		DESCRIPTION
B1EB1X	TRANSM AUTO NEUTRAL ON P-BRAKE	ALLISON TRANSMISSION AUTO NEUTRAL SINGLE INPUT W/O SHIFT SELECTOR OVERRIDE
E3EAAX	ROLL DIRECTION CHANGE INHIBIT	ROLLING DIRECTION CHANGE INHIBIT ACTIVE
E4EAAX	AUX FUNCTION RANGE INHIBIT	AUXILIARY FUNCTION RANGE INHIBIT ACTIVE (DATALINK)
F5EB1X	PRESELECT GEAR IN ENG. BRAKE	ALLISON PRESELECTED GEAR DURING ENGINE BRAKING - FIFTH
N5EA1X	DIRECTION CHANGE ENABLE	DIRECTION CHANGE ENABLE FUNCTION ACTIVE (DATALINK)
E5EAAX	PRIMARY CALIBRATION SHIFT MASK	PRIMARY CALIBRATION SHIFT SELECT MASK 6 SPEED, 1ST GEAR START
E6EAAX	SECOND CALIBRATION SHIFT MASK	SECONDARY CALIBRATE SHIFT SELECT MASK 6 SPEED, 1ST GEAR START
E7EZ1X	FUELSENSE CALIBRATION	WITHOUT FUELSENSE
E2EZ1X	LOAD/GRADE SHIFT SENSING	WITHOUT LOAD/GRADE SHIFT SENSING
E8EZ1X	DYNACTIVE BIAS IN PRIMARY MODE	WITHOUT DYNACTIVE BIAS, PRIMARY CAL
E9EZ1X	DYNACTIVE BIAS SECONDARY MODE	WITHOUT DYNACTIVE BIAS, SECONDARY CAL
F1EZ1X	NEUTRAL AT STOP	WITHOUT NEUTRAL AT STOP
F6EZ1X	ACCELERATION RATE MGMT BIAS	WITHOUT ALLISON ACCELERATION RATE MANAGEMENT

VEHICLE ELECTRONICS		DESCRIPTION
S	JCXE6X	ROAD SPEED LIMITER SETTING
S	Y3CC5X	PEDAL RSL SETTING
S	JDXA1X	CRUISE CONTROL
S	JFXLLX	CRUISE CONTROL, MAX SPEED
S	E3AACX	CRUISE CONTROL MIN SPEED
S	E5AZ1X	ENG BRK ENGAGE IN CRUISE
S	L1CZ1X	PDLO ENGAGE VLS FEATURE
S	L2CA1X	PDLO ENGAGED VLS
S	W5BZ1X	MAXIMUM ENG SPEED AT 0 MPH
S	A4BAAX	DETECTION SPEED SENSR TMRNG
S	8RXAEX	ENG TORQUE LIMIT, SPEED SENSOR
S	A3BZ1X	HIGH IDLE SPEED-UPPER GRS RPM
S	Z2CZ1X	1ST RATIO FOR REDUCD HIGH IDLE
S	Z3CZ1X	LAST RATIO FOR FULL HIGH IDLE
S	G5AAHX	ENGINE OVERSPEED, ALL COND, LOG
S	G2AAGX	ENGINE OVERSPEED, FUELED, LOG
S	G4AAUX	VEHICLE OVERSPEED, ALL COND, LOG
S	G3AAPX	VEHICLE OVERSPEED, FUELED, LOG
S	G1AABX	ENGINE IDLE DELAY TO LOG
S	W7AZ1X	PERIODIC TRIP LOG HOUR OF DAY
S	W8AZ1X	PERIODIC TRIP LOG DAY OF WEEK
S	W9A01X	PERIODIC TRIP LOG DAY OF MONTH
S	X5AB1X	VEHICLE APP SERVICE INTERVALS
S	W8BAAX	SERVICE ALERT
S	W5A90X	MAINTENANCE DUE ALERT %

PTO ELECTRONICS		DESCRIPTION
S	C8AZ1X	FAN ENGAGEMENT DUE TO PTO
S	Y9CZ1X	TRANS PTO1 SPLITTER RANGE

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MACK® TECHNICAL SPECIFICATION (cont.)

PTO ELECTRONICS			DESCRIPTION
S	Z1CZ1X	TRANS PTO2 SPLITTER RANGE	W/O PTO2 SPLITTER RANGE
S	F2AZ1X	PTO 1ST, SINGLE SPEED CONTROL	WITHOUT PTO 1ST, SINGLE SPEED CONTROL
S	F3AAEX	PTO1 SINGLE SPEED CONTROL RPM.	PTO 1ST, SINGLE SPEED SETTING, 1000 RPM
S	F5AABX	PTO 1ST, MAX ROAD SPEED	1ST PTO, MAX ROAD SPEED, 10 MPH (16 KPH)
S	F6AABX	PTO 1ST, SPEED RAMP RATE	PTO 1ST, SPEED RAMP RATE 100 RPM/SEC
S	F7AAPX	PTO 1ST, MAX ENGINE SPEED	PTO 1ST, MAX ENGINE SPEED, 2100 RPM
S	F8AAGX	PTO 1ST, ROAD SPEED LIMIT	PTO 1ST, ROAD SPEED LIMIT, 97 KMH (60 MPH)
S	X3AZ1X	PTO 1ST,JUMP TO MIN ENG SPEED	WITHOUT PTO 1ST, JUMP TO MINIMUM ENGINE SPEED
S	F9AABX	PTO 1ST, MINIMUM ENGINE SPEED	PTO 1ST, MINIMUM ENGINE SPEED, 600 RPM
S	G0AZ1X	PTO 1ST,AUTO SET SINGLE SPEED	PTO 1ST, AUTO SET SINGLE SPEED, DISABLE
S	L6CZ1X	PTO1 HOLD TO NEAREST RPM	WITHOUT PTO1 HOLD
S	L7CZ1X	PTO1 ACCEL BUMP-UP RPM	WITHOUT PTO1 ACCEL "BUMP-UP"
S	L8CB1X	PTO1 DECEL BUMP-DOWN RPM	PTO1 DECEL "BUMP-DOWN" 50RPM
S	H2AZ1X	PTO 2ND, SINGLE SPEED CONTROL	WITHOUT 2ND PTO, SINGLE SPEED CONTROL
S	H6AAEX	PTO 2ND, SINGLE SPEED SETTING	PTO2 SINGLE SPEED SETTING, 1000 RPM
S	H0AABX	PTO 2ND, MAX ROAD SPEED	2ND PTO, MAX ROAD SPEED, 10 MPH (16 KPH)
S	G9AABX	PTO 2ND, SPEED RAMP RATE	PTO 2ND, SPEED RAMP RATE 100 RPM/SEC
S	H7AANX	PTO 2ND, MAX ENGINE SPEED	PTO 2ND, MAX ENGINE SPEED, 2100 RPM
S	H5AAGX	PTO 2ND, ROAD SPEED LIMIT	PTO 2ND, ROAD SPEED LIMIT, 97 KMH (60 MPH)
S	X4AZ1X	PTO 2ND,JUMP TO MIN ENG SPEED	WITHOUT PTO 2ND, JUMP TO MINIMUM ENGINE SPEED
S	G8AABX	PTO 2ND, MINIMUM ENGINE SPEED	PTO 2ND, MINIMUM ENGINE SPEED, 600 RPM
S	H4AZ1X	PTO 2ND,AUTO SET SINGLE SPEED	PTO 2ND, AUTO SET SINGLE SPEED, DISABLE
S	L3CZ1X	PTO2 HOLD TO NEAREST RPM	WITHOUT PTO2 HOLD
S	L4CZ1X	PTO2 ACCEL BUMP-UP RPM	WITHOUT PTO2 ACCEL "BUMP-UP"
S	L5CZ1X	PTO2 DECEL BUMP-DOWN RPM	WITHOUT PTO2 DECEL "BUMP-DOWN"

PAINT			DESCRIPTION
S	950AA4	PAINT DESIGN	SINGLE COLOR
S	924014	PAINT TYPE	SOLID PAINT
	944DD8	PAINT COLOR - FIRST COLOR	SNOW; P7241
S	945998	PAINT COLOR - SECOND COLOR	NO SECOND TRUCK COLOR PROVIDED; NO COLOR
S	946998	PAINT COLOR - THIRD COLOR	NO THIRD TRUCK COLOR PROVIDED; NO COLOR
S	MPB944	CAB COLOR	SAME AS FIRST COLOR - CAB
S	996AA3	PAINT - CAB PAINT SYSTEM	PAINT - CAB, URETHANE CLEAR COAT
	6JAAAX	CAB/BODY INTERIOR COLOUR	PAINT - CAB INTERIOR, SAME COLOR AS CAB EXTERIOR COLOR
	922001	CHASSIS RUNNING GEAR PROCESS CODE	CHASSIS PAINT PROCESS, STANDARD COLOR (MACK BLACK) 6ABZ1X
S	951AA6	CHASSIS RUNNING GEAR	MACK BLACK (URETHANE)
	958028	BUMPER	W/O OPTIONAL BUMPER PAINT
	959019	FUEL TANK - ***NO INVENTED VARIANTS ALLOWED in the FUEL TANK PAINT FAMILY***	W/O OPTIONAL FUEL TANK PAINT
S	07XZ1X	FRONT WHEEL PAINT	WITHOUT SPECIAL PRE-FINISHED OPTION
S	08XZ1X	DRIVE WHEEL PAINT	WITHOUT SPECIAL PRE-FINISHED OPTION
S	954AA1	PAINTED DISC WHEELS, FRONT	WITHOUT PAINT
S	955AA1	PAINTED DISC WHEELS, REAR	WITHOUT PAINT
S	962032	HUBS & DRUMS-FRONT	SAME AS CHASSIS RUNNING GEAR

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MACK® TECHNICAL SPECIFICATION (cont.)

PAINT			DESCRIPTION
S	963033	HUBS & DRUMS-REAR	SAME AS CHASSIS RUNNING GEAR

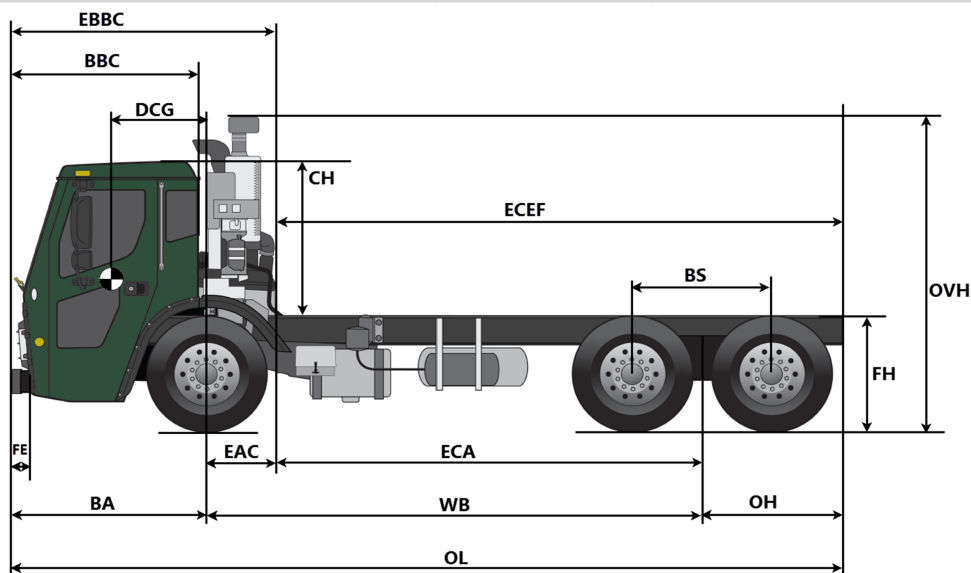
CALCULATED CODES - KAX			DESCRIPTION
	4CAAEX	NUMBER OF OPTIONAL SWITCHES	NUMBER OF OPTIONAL SWITCHES, 5
	Y1XA1X	REAR RIDE HEIGHT AT FULL LOAD (CA)	RIDE HEIGHT 151-170 MM, CL AXLE TO LOWER FRAME FLANGE
S	6HBZ1X	PROP SHAFT, MAIN TO AUX TRANSM (CA)	WITHOUT PROP SHAFT FROM MAIN TO AUX TRANSMISSION
S	9JXA1X	PROPCALC SELECTION (CA)	YES, THE ORDER MUST BE CALCULATED
	TFXPKX	PROP.SHAFT LENGTH, MAIN AXLE	MAIN PROP.SHAFT LENGTH 1225
	TJXA3X	NUMBER OF PROP.SHAFTS	THREE PIECE PROP.SHAFTS
	TDXRCX	PROP.SHAFT LENGTH, FIRST AXLE	FIRST PROP.SHAFT LENGTH 1300
	TEXKCX	PROP.SHAFT LENGTH, SECOND AXLE	SECOND PROP.SHAFT LENGTH 900
	TNXCTX	PROP.SHAFT FIRST BRKT VERTICAL	PROP.SHAFT FIRST BRKT, POS 16
	MXA1X	PROP SHAFT BRKT, FIRST, ANGLE	PROP. SHAFT BRACKET FIRST POSITION ANGLE BASIC (90 DEGREES)
	TPXCUX	PROP.SHAFT SECOND BRKT VERTICAL	PROP.SHAFT SECOND BRKT, POS 17
	XOXA1X	PROP SHAFT BRKT,SECOND, ANGLE	PROP. SHAFT BRACKET SECOND POSITION ANGLE BASIC (90 DEGREES)

BASE WARRANTY & PURCHASED COVERAGES			DESCRIPTION
S	898003	VEHICLE WARRANTY TYPE	HEAVY DUTY WARRANTY CLASSIFICATION
S	M50030	BASIC CHASSIS COVERAGE	HEAVY DUTY STANDARD BASE COVERAGE 12 MONTHS/100,000 MILES (161,000 KM)
S	M51021	ENGINE WARRANTY	MACK MP7/MP8 BASE ENGINE COVERAGE 24 MONTHS / 250,000 MILES (402,000KM)
S	M52022	EMISSION COMPONENT COVERAGE	US and CANADA EQUIPPED VEHICLE EMISSION COMPONENTS COVERAGE 60 MONTHS/100,000 MILES (161,000 KM)
S	M53Z1X	MACK ENGINE EXHAUST AFTER TREATMENT COVERAGE	W/O MACK ENGINE EXHAUST AFTERTREATMENT TREATMENT PROTECTION PLAN
S	M540B4	TRANSMISSION WARRANTY	ALLISON TRANSMISSIONS (Contact Allison Transmission for standard warranty and extended coverage data)
S	M55035	CARRIER & AXLE HOUSING WARRANTY	STANDARD MACK HEAVY DUTY COVERAGE 36 MONTHS / 350,000 (563,000 KM)
S	M56026	AIR CONDITIONING WARRANTY	AIR CONDITIONING STANDARD COVERAGE (Sealed System Only) 12 MONTHS UNLIMITED MILEAGE
S	M57027	CHASSIS TOWING WARRANTY	STANDARD NORMAL / HEAVY DUTY CHASSIS TOWING 90 DAYS OR 5,000 MILES
S	M58028	ENGINE TOWING WARRANTY	STANDARD MACK ENGINE TOWING COVERAGE 24 MONTHS/250,000 MILES (402,000 KM)
S	M61Z1X	ALTERNATOR & STARTER WARRANTY	W/O ALTERNATOR and STARTER EXTENDED WARRANTY COVERAGE
S	M59Z1X	STARTER WARRANTY	W/O STARTER PURCHASED COVERAGE
S	M60Z1X	ALTERNATOR WARRANTY	W/O ALTERNATOR PURCHASED COVERAGE
	M69089	GUARDDOG CONNECT BUNDLE	NO GUARDDOG CONNECT (ASIST & MACK ONECALL)
S	M72Z1X	OMNITRACS FOR MACK TRUCKS	WITHOUT OMNITRACS FOR MACK TRUCKS
S	M68Z1X	PARTNERED SERVICES	W/O TELOGIS PACKAGE
S	M65Z1X	PREMIUM MAINTENANCE PLAN 1 & PLAN 2	W/O PREMIUM MAINTENANCE PLAN
S	M66Z1X	PREMIUM MAINTENANCE AFTERTREATMENT PLAN	W/O AFTERTREATMENT PREMIUM MAINTENANCE PLAN
S	M67017	PREMIUM MAINTENANCE - CHASSIS LUBE AND INSPECTION	W/O PREMIUM MAINTENANCE - CHASSIS LUBE AND INSPECTION COVERAGE

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MACK® DIMENSIONS - SIDE VIEW

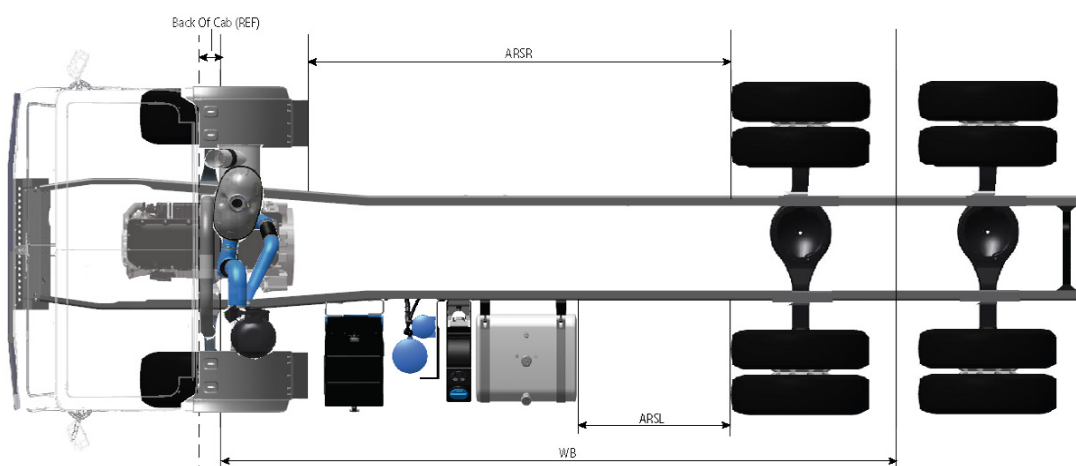
VEHICLE SPECIFICATION/CALCULATED PERFORMANCE SUMMARY				
Description	Sales Code	Dwg Ref	Length	UOM
Front Frame Extension	N/A	FE	0.0	INCHES
Bumper to Front Axle	N/A	BA	69.9	INCHES
Wheelbase	N/A	WB	246.1	INCHES
Rear Overhang	N/A	OH	66.9	INCHES
Overall Length	N/A	OL	382.9	INCHES
Bumper to Back of Cab	N/A	BBC	64.6	INCHES
Eff. Bumper to Back of Cab	N/A	EBBC	86.6	INCHES
Eff. Cab to Rear Axle	N/A	ECA	229.3	INCHES
Eff. Front Axle to Back of Cab	N/A	EAC	16.7	INCHES
Eff. Cab to End of Frame	N/A	ECEF	296.3	INCHES
Unladen 5th Wheel Height	E5BZ1X	5W	0.0	INCHES
Unladen Frame Height	N/A	FH	43.6	INCHES
Cab Height	N/A	CH	56.1	INCHES
Overall Height	N/A	OVH	99.6	INCHES
Driver CG	N/A	DCG	13.8	INCHES
50" AXLE SPACING (BOGIE WHEELBASE)	GWXABX	BS	50.0	INCHES
Second Front Axle Spacing		SFAS	0.0	INCHES



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MACK® DIMENSIONS - TOP VIEW

VEHICLE SPECIFICATION/CALCULATED PERFORMANCE SUMMARY				
Description	Sales Code	Dwg Ref	Left Value(in)	Right Value(in)
Wheelbase	N/A	WB	246.1	246.1
Available Rail Space Right	N/A	ARSR	N/A	154.2
Available Rail Space Left	N/A	ARSL	132.1	N/A
Eff. Front Axle to Back of Cab	N/A	REF	16.7	16.7
Front Axle To Fender	ABXLYX	N/A	28.0	28.0
Cleartech One Unit	DPFAA3	N/A	0.0	0.0
Battery Box	393AD9	N/A	0.0	18.0
Fuel Tank Length	288AH2 / 290AA1	N/A	34.1	0.0
Ad-Blue Tank	DF1021	N/A	6.0	0.0
Rear Deck Access		N/A	0.0	0.0
Quarter Fender		N/A	0.0	0.0
Outboard Air Reservoirs Behind Fuel Tank		N/A	0.0	0.0
Drive Tire Radius	901BG1	N/A	20.9	20.9



Top View image is intended for illustration purposes only and is not presented to scale. Wheelbase, Axle Spacing and After frame are not shown as specified, but are a representation. Customer Adaptation (CA) options and relocated components are not represented in these images. Most CA options impact the variation of the image, thus an image may not populate. Calculations are approximate to a tolerance of ± 4 inches due to component mounting variation. Certain chassis component options are NOT represented in the Top View image, such as, but not exclusive to, Front Frame Extensions, Fuel Water Separators, Air Dryers, PTOs, Fifth Wheels, Chassis Fairings, Toolboxes, Trailer Connections. For further information on these items and their respective locations on your specification, please refer to the data sheets associated with those items in the configurator.

For questions regarding Top View please contact Sales Engineering at 1.800.868.6225 or Sales.Engineering@macktrucks.com.

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SALES PROPOSAL FOR:



Attention: Chris Simmons

2/15/2019



Chris Simmons

February 15, 2019

Thank you for the opportunity to assist you with this project.

I have included a sales proposal for a 2020 Mack LR with 20Yard Leach Rear Loader
for your approval

2020 CXU613 Mack LR with 20Yard Leach Rear Loader	\$232,780.30
F.R.E.T.	
Tire Credit	
MI Sales Tax exempt with Exemption certificate	
Titling Fee	
Amount to be financed per truck	\$232,780.30

The above includes: DOT & Safety Kit & Grease
Test Drive
Fuel & Delivery

O.A.C.

Sincerely,

Brian Kemski
Sales / Leasing / Rentals



29085 Smith Road, Romulus
MI 48174-2242
Office: 734-467-7100 X 107
Fx: 734-405-0166
Cell: 734-550-6037



Fredrickson Supply, LLC
3901 3 Mile Rd NW
Grand Rapids, MI 49534
616-949-2385

Quote

Date	Quote #
2/16/2018	378

Name / Address
INTERSTATE TRUCK SOURCE BRIAN KEMSKI 29085 SMITH ROAD ROMULUS, MI 48174-2242

Rep	Project
TODD	

Description	Qty	Total
* LEACH ALPHA-III 20 YARD LH DRIVE ONLY REVISED QUOTE * CONFIGURATIVE FEATURES * FACTORY MOUNTING: 20 - 25 CY BODIES * CANS & TIPPERS OPTIONS: * SINGLE LEACH CART TIPPER INSALLATION - INCLUDES LOAD SILL PREP- HYDRAULICS AND LEACH CART TIPPER(SPECIFY TIPPER MODEL AND LOCATION) * HYDRAULIC OPTIONS: * HYRUALIC REGEN VALVE (SHORTENS CARRIER CYCLE TIME) * LIGHTING OPTIONS: * LIGHT: AMBER STROBE 6" BEACON STYLE (NOT ROTATING BEACON) WITH GUARD, LH TOP OF TAILGATE - LED- QTY 1 * WORK LIGHT: HOPPER - FLUSH MOUNT - LED - QTY 1 * CAMERA OPTIONS: * SAFETY VISION 5.6" COLOR LCD MONITOR * SINGLE SAFETY VISION CAMERA (NO SHUTTER) * BODY OPTIONS: * BODY SIDE OPENING - HYDRAULIC TANK LEVEL GAUGE ACCESS - CURB SIDE - NOT AVAILABLE IF THE HYDRAULIC TANK IS ON THE CHASSIS RATHER THAN INSIDE THE BODY * PAINT OPTIONS: * BODY: 1 COLOR URETHANE BODY PAINT - INCLUDED IN UNIT BASE PRICE - INCLUDES BOLT-ON PARTS PAINTED BODY COLOR * THIS INCLUDES FREIGHT	1	72,500.00
Total		\$72,500.00

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	Sam Jones-Darling
Email Address	[REDACTED]
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	3
Education	Bachelor of Science, Political Science
Occupation	Student
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:	Human Relations Commission
Party Affiliation	Field not completed.

Field not completed.

Why are you interested in serving on these boards/commissions?

Since my appointment in May of 2016, I have personally authored several resolutions including updates to the human rights ordinance and crafted policy statements regarding sources of income. I have worked alongside council to strengthen our landlord-tenant ordinance and we have moved toward being a more equitable city.

Work/volunteer experience related to the board or commission:

I have spent the last year and half as Chairperson of the Human Relations Commission and before then was Vice-Chair of the Commission.

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

Email not displaying correctly? [View it in your browser.](#)



Resolution No. Resolution No. 2019-074
April 2, 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: _____

SECONDED BY: _____

YES: NO: ABSENT: VOTE:

This resolution is adopted by the Council of the City of Ypsilanti and approved by the Mayor this
2 day of April 2019

#Resolution No. Resolution No. 2019-074