

1. City Council Meeting Agenda

Documents:

[REGULAR COUNCIL - 14 JAN 2020 - AGENDA.PDF](#)

2. City Council Meeting Packet

Documents:

[REGULAR COUNCIL - 14 JAN 2020 - PACKET.PDF](#)



**CITY OF YPSILANTI
REGULAR COUNCIL MEETING
January 14, 2020 @ 6:00 pm
City Hall
One South Huron, Ypsilanti, MI 48197
REGULAR MEETING BEGINS AT 7:00 PM
REVISED 1-14-2020**

Page

I. CALL TO ORDER

II. ROLL CALL

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. CLOSED SESSION - 6:00 PM TO 7:00 PM

- A. Pending Litigation, Kamm v the City of Ypsilanti. *MCL 15.268(e)*

VII. INTRODUCTIONS

VIII. PUBLIC COMMENT (3 MINUTES)

IX. PRESENTATIONS

- A. Presentation of the Financial Audit - Rehmann - Daniel Clark
- B. Resolution No. 2020-001A, supporting the legacy and teachings of Dr. Martin Luther King Jr. (added)

X. PUBLIC HEARING

- A. Approving an application for a Class C Redevelopment Liquor License for D n Z Hospitality.
1. Resolution No. 2020-001, determination
 2. Open Public Hearing
 3. Resolution No. 2020-002, close public hearing

XI. ORDINANCES FIRST READING

- A. *Ordinance No. 1354*, An Ordinance title "Michigan Regulation and Taxation of Marihuana Act Zoning Update".
 - 1. Resolution No. 2020-003, determination
 - 2. Open Public Hearing
 - 3. Resolution No. 2020-004, close public hearing

XII. RESOLUTIONS/MOTIONS/DISCUSSIONS

- A. Resolution No. 2020-005, adopting policy and federal guidelines in granting or denying exemption by the Tax Board of Review.
- B. Resolution No. 2020-006, approving Ordinance 1351, an Ordinance to amend Chapter 8, Adult-Use Marihuana - limiting Marihana retailer permits to 7 until January 1, 2021
- C. Resolution No. 2020-007, approving Ordinance 1353 - to amend Chapter 8- Adult Use Marihuana to define safety sensitive job and limit no-drug testing to marihuana.
- D. Resolution No. 2020-008, approving the minutes of November 12, November 15, November 19, December 3, December 10, December 17, 2019
- E. Resolution No. 2020-009, supporting the construction of a YMCA Facility on the Seaver Farm Property in Ypsilanti Township.
- F. Resolution No. 2020-010, approving a budget amendment for the Rutherford Pool.
- G. Discussion regarding the City Council 2020 Goals Report.
- H. Discussion regarding Marihuana Facilities Scoring Rubric -Added

XIII. BOARD AND COMMISSIONS - NOMINATIONS

- A. **HISTORIC DISTRICT COMMISSION -ADDED**
Anne Stevenson - REAPPOINTMENT - EXP 12/31/2023
707 Collegewood
Ypsilanti, MI 48197
- B. **POLICE ADVISORY COMMISSION**
Madeleine Baier - **NEW MEMBER - EXP. 2/1/2023**
330 Chidester St. #418
Ypsilanti, MI 48197
- C. **ARTS COMMISSION - 2 year term (Exp 2/1/2022)**
Lynnne Settles - **NEW MEMBER**
7388 Natalie Drive - Non-resident
Ypsilanti, MI 48197
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703 Virginia Pl
Ypsilanti, MI 48198

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1726 Collegewood St.
Ypsilanti, MI 48197

G. **ARTS COMMISSION - 3 year term (2/1/2023)**

Jennifer Goulet - **NEW MEMBER**
2136 Collegewood St.
Ypsilanti, MI 48197

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Aaron Seagraves - **NEW MEMBER**
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XIV. BOARD AND COMMISSION - COMMUNICATIONS

A. Sustainability Commission Resolution No. 2019-011 - Supporting Community Wide Carbon Neutrality by 2035

B. Sustainability Commission Resolution No. 2019-012, supporting a commitment to the Washtenaw County Conservation District.

XV. LIAISON REPORTS

1. SEMCOG Update
2. Washtenaw Area Transportation Study
3. Urban County
4. Ypsilanti Downtown Development Authority
5. Friends of Rutherford Pool
6. Housing Equity Leadership Team

XVI. COUNCIL PROPOSED BUSINESS

XVII. COMMUNICATIONS FROM THE MAYOR

XVIII. COMMUNICATIONS FROM THE CITY MANAGER

XIX. COMMUNICATIONS

- A. 2020 Taskforce Information
- B. Independent Auditors' Communication with Those Charged with Governance
- C. City of Ypsilanti Police and Fire Retirement System Financial Statements Report

XX. PUBLIC COMMENT (3 MINUTES)

XXI. REMARKS FROM THE MAYOR

XXII. ADJOURNMENT

- A. Resolution No. 2020-011, adjourning the City Council Meeting.
- B. Please click [here](#) to access the City Council Contact Form. This form can be used to submit any comments/concerns you might have about this agenda.



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[Presentation](#)

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[2020-001A - Pdf](#)

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- F. Resolution No. 2020-010, approving a budget amendment for the Rutherford Pool.
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- G. Discussion regarding the City Council 2020 Goals Report.
- [City Council 2020 Goals Report](#)

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- H. Discussion regarding Marihuana Facilities Scoring Rubric -Added
- [Memo](#)
- [Marihuana Score Sheet Draft](#)

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287 - 306 C. City of Ypsilanti Police and Fire Retirement System Financial Statements Report
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 **Rehmann**

City of Ypsilanti, Michigan
June 30, 2019

Board Communications

2

- An unmodified opinion was given on the 6/30/19 financial statements
- No new accounting policies were adopted in FY19
- Accounting estimates by management were assessed and deemed reasonable
- No difficulties were encountered during the audit
- No material misstatements were noted. One immaterial uncorrected misstatement was noted
- No significant deficiencies/material weaknesses were noted. One other matter was noted

Assets and Deferred Outflows

3

	6/30/19	6/30/18	Variance
Cash and investments	\$17,958,000	\$15,957,000	\$2,001,000
Receivables	16,382,000	19,360,000	(2,978,000)
Land held for resale	1,161,000	1,152,000	9,000
Due from other governments	1,511,000	985,000	526,000
Other assets	461,000	558,000	(97,000)
Net pension asset	3,087,000	5,024,000	(1,937,000)
Capital assets, net	15,879,000	17,676,000	(1,797,000)
Deferred outflows - pension	3,970,000	1,296,000	2,674,000
Deferred outflows - OPEB	<u>2,371,000</u>	<u>3,188,000</u>	<u>(817,000)</u>
Total	\$62,780,000	\$65,196,000	(\$2,416,000)

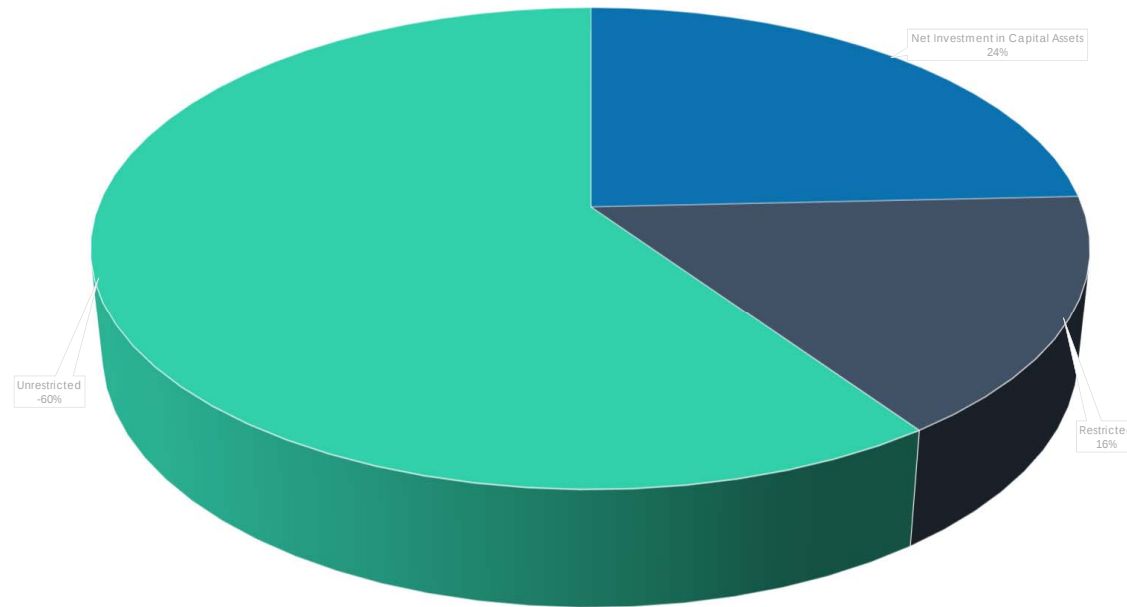
Liabilities and Deferred Inflows

4

	6/30/19	6/30/18	Variance
Accounts payable	\$479,000	\$489,000	(\$10,000)
Other liabilities	852,000	947,000	(95,000)
Long-term debt	29,411,000	33,156,000	(3,745,000)
Net pension liability	24,718,000	20,460,000	4,258,000
Net OPEB	18,552,000	17,936,000	616,000
Deferred inflows - gain on refund	143,000	161,000	(18,000)
Deferred inflows - pension	142,000	788,000	(646,000)
Deferred inflows - OPEB	<u>811,000</u>	<u>1,302,000</u>	<u>(491,000)</u>
Total	\$75,108,000	\$75,239,000	(\$131,000)

Net Position

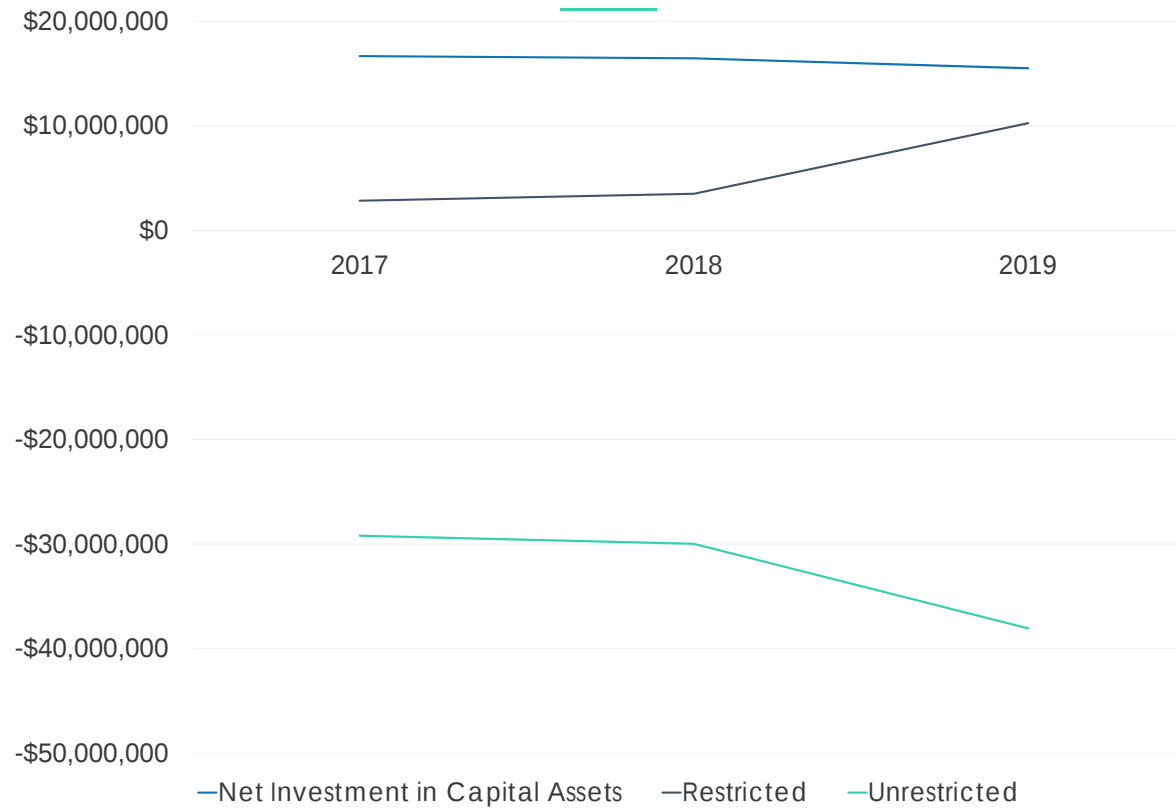
5



■ Net Investment in Capital Assets ■ Restricted ■ Unrestricted

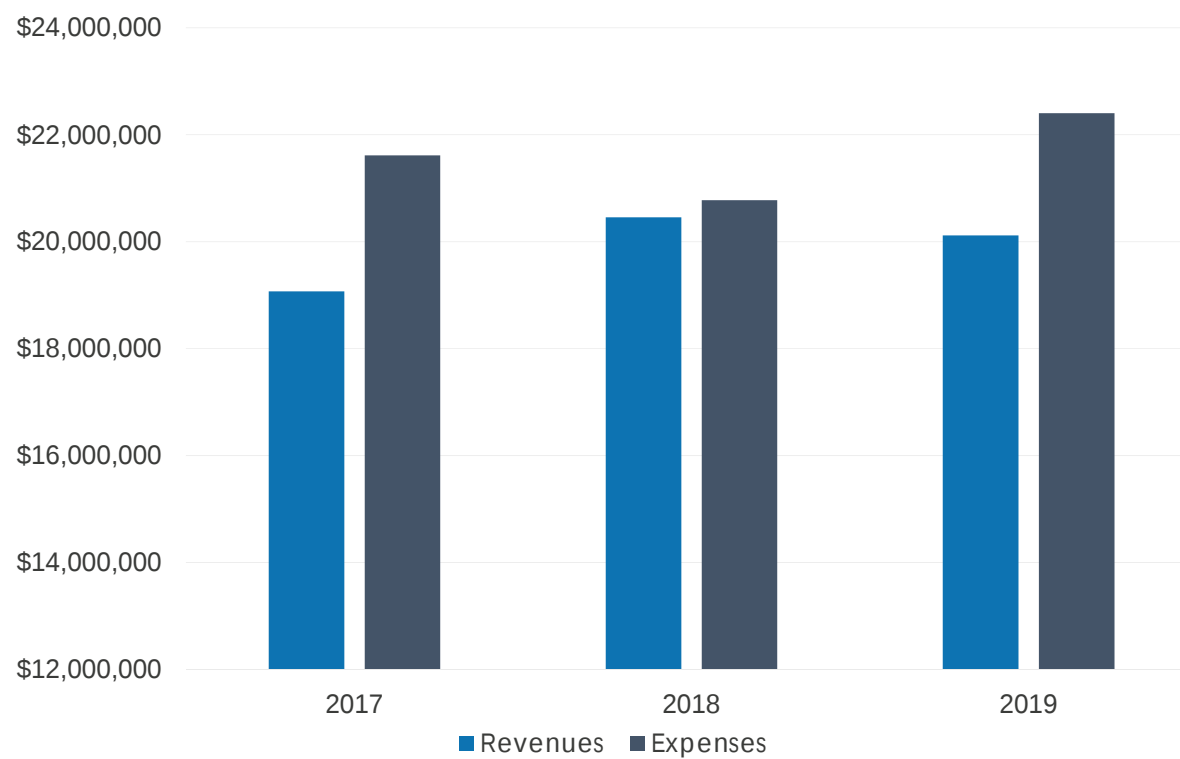
Net Position

6



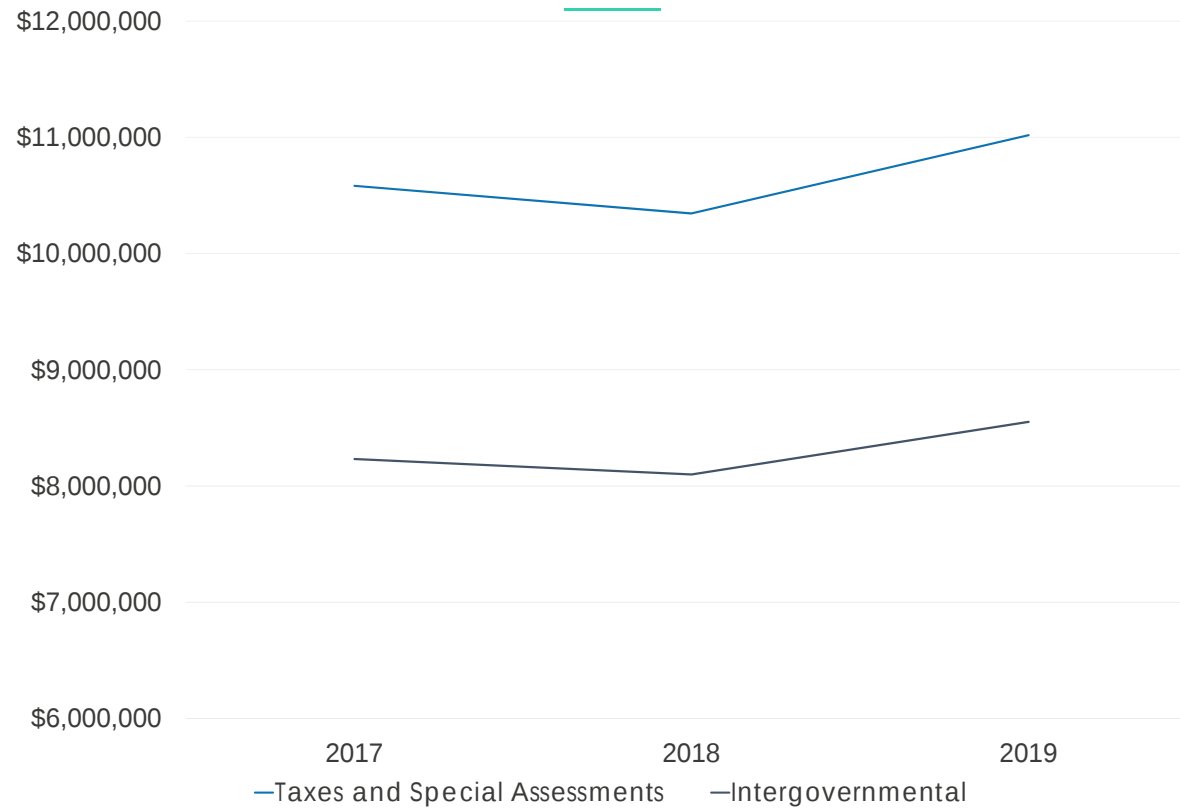
Revenues vs. Expenses (Government-Wide)

7



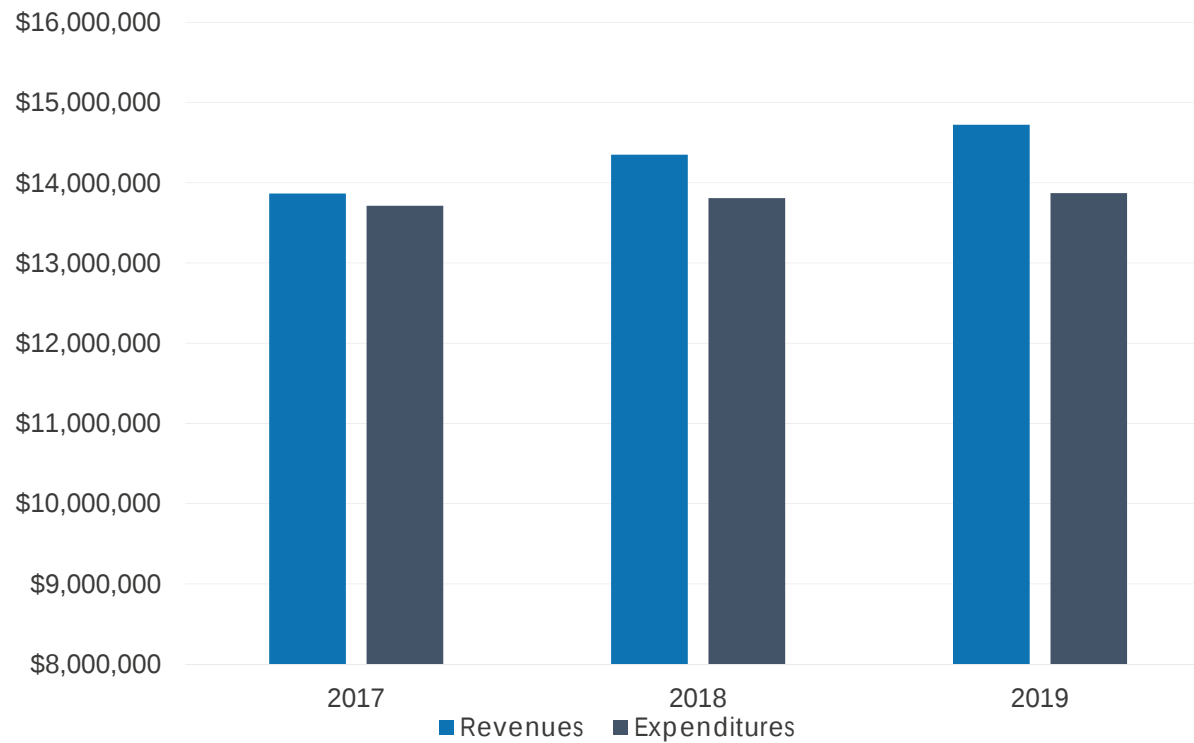
Major Revenue Line Items

8



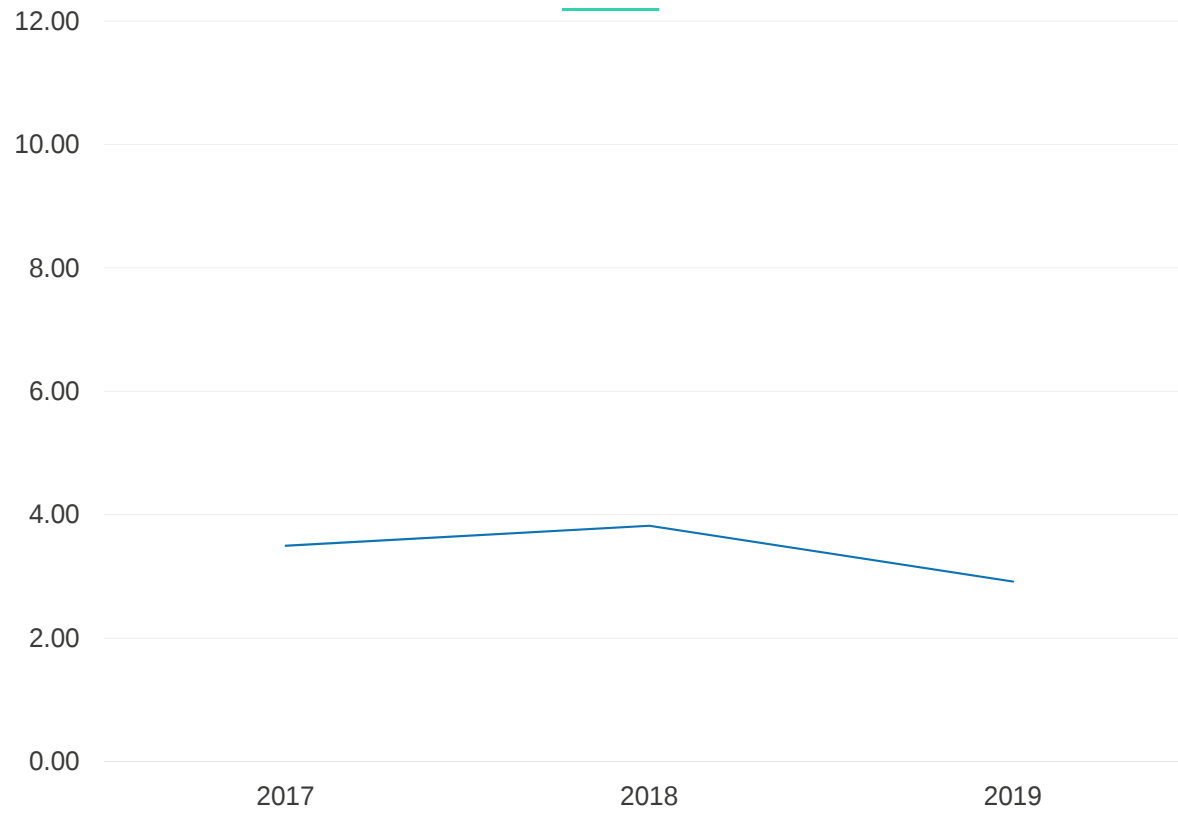
Revenues vs. Expenditures (General Fund)

9



General Fund Coverage Ratio (in months)

10



Upcoming Accounting Pronouncements

11

- GASB84: Fiduciary Activities
- GASB87: Leases
- GASB89: Accounting for Interest Cost Incurred before the End of a Construction Period
- GASB90: Majority Equity Interests
- GASB91: Conduit Debt Obligations



QUESTIONS?



Resolution No. 2020-001A
January 14, 2020

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, Dr. Martin Luther King, Jr., changed our Nation forever through his leadership, service, and clarity of vision; and
WHEREAS, Dr. King devoted his life to strengthening the content of the American character and called on our Nation to live up to its founding principles of life, liberty, and the pursuit of happiness for all its citizens; and
WHEREAS, Through his determination, spirit, and resolve, Dr. King helped lift souls and lead one of the greatest movements for equality and freedom in history; and
WHEREAS, the City of Ypsilanti wishes to honor the lasting legacy of this great American, remember the ideals for which he fought, and recommit ourselves to ensuring that our country's promise extends to all Americans across the great land; and
WHEREAS, on November 2, 1983, Ronald Reagan, the 40th President of the United States, signed a bill creating a federal holiday to honor Dr. King on the third Monday of January every year.
NOW THEREFORE BE IT RESOLVED THAT, as we observe Dr. King's birthday, the City of Ypsilanti encourages all Americans to honor Dr. King by living out his teachings as we continue to work for the day when the dignity and humanity of every person is respected and to celebrate his memory by performing acts of kindness through service to others.

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 14 day of January 2020

#Resolution No. 2020-001A



REQUEST FOR LEGISLATION

TO: Mayor and City Council
FROM: Andrew Hellenga
DATE: January 14, 2020
Request approval of a Redevelopment Class C license with
Dance/Entertainment permit for D n Z Hospitality, located at 17 N.
SUBJECT: Washington

DESCRIPTION:

Request approval of a Redevelopment Class C license with Dance/Entertainment permit for D n Z Hospitality, located at 17 N. Washington

SUMMARY:

Douglas Hanchett, Manager of D n Z Hospitality, LLC has applied to the Ypsilanti Downtown Development Authority, City of Ypsilanti and State of Michigan Liquor Control Commission (MLCC) for approval of a Redevelopment Class C license with Dance/Entertainment permit for D n Z Hospitality, LLC, located at 17 N. Washington.

If approved by the City and MLCC the Class C license will allow D n Z Hospitality, LLC, to serve beer, wine, mixed spirit drink, and spirits to customers for consumption on site. The MLCC cannot consider the approval of the reclassification without the approval of City Council.

All required Departments have provided approval for the license, aside from the Building Department. The building still requires a certificate of occupancy.

RECOMMENDED ACTION:

Approval Contingent upon Building Department Approval and Issuance of Certificate of Occupancy and approval by the Washtenaw County Health Department

ATTACHMENTS: Resolution
Application

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: _____

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____



Resolution No. 2020-001
January 14, 2020

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, Douglas Hanchett, manager of H n Z Hospitality, LLC, has applied to the Ypsilanti Downtown Development Authority, City of Ypsilanti and Michigan Liquor Control Commission requesting the following:

Approval of a Redevelopment Class C license, MCL 436.1521(a)(1)(b), with a Dance/Entertainment permit, a Class C license, as defined by MCL 436.1107(2), is a place licensed to sell, at retail, beer, wine, mixed spirit drink, and spirits for consumption on the premises at 17 N. Washington, Ypsilanti, MI 48197, Washtenaw County; and

WHEREAS, a public hearing to consider the application to Class C for H n Z Hospitality, LLC was duly noticed and held on January 14, 2020

NOW, THEREFORE, BE IT RESOLVED THAT the request of Doug Hanchett, Manager for the property located at 17 N. Washington be approved contingent upon Building Department approval and Issuance of Certificate of Occupancy as well as Washtenaw County Health Department approval.

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 14 day of January 2020

#Resolution No. 2020-001



Resolution No. 2020-002
January 14, 2020

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

That the public hearing to consider a redevelopment liquor license for D n Z Hospitality, LLC be officially closed.

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
14 day of January 2020

#Resolution No. 2020-002



City of Ypsilanti
Office of the City Clerk

APPLICATION FOR NEW
OR
TRANSFER LIQUOR LICENSE

Full Name: Douglas Hanchett Date of Birth: 6-13-77
Home address: [REDACTED] Apt.#
City/State/Zip code: Ypsilanti MI 48198
Home phone: [REDACTED] Business Phone: ()
Email address (optional): [REDACTED]

NAMES OF ALL PARTNERS OF THE APPLICANT, IF ANY:

Douglas Hanchett
Thomas Zarcowski

IF THE APPLICANT IS A CORPORATION: Supply a copy of the Articles of Incorporation, current corporation records disclosing the identity, address of all Directors, Officers, and Shareholders.

Address of place for a Liquor License: 17 N Washington St
(Attach legal description of the premises)
Ypsilanti MI 48198

Name and Address of Premise Owner: Beal Corporations
19 N Washington St Ypsilanti MI 48198
Address City/State/Zip code

SUPPLY WRITTEN EVIDENCE: That the Applicant has the right to possess the premises from the property owner.

SUPPLY ZONING PERMIT OR CLEARANCE FROM THE ZONING ADMINISTRATOR: That the location is in compliance with the Zoning Ordinance.

SUPPLY CERTIFICATE OF OCCUPANCY OR SIMILAR CLEARANCE FROM THE BUILDING OFFICIAL: That the structure and premises is in compliance with local code provisions.

SUPPLY WRITTEN EVIDENCE FROM THE CITY TREASURER: That all real and personal property taxes and City utility bills associated with the premises are paid and that all real and personal property taxes and City utility bills in the name of the applicant are paid.

SUPPLY A WRITTEN STATEMENT: That the applicant will not violate any laws of the State of Michigan or the ordinances of the City of Ypsilanti in conducting the business where the liquor license will be used and that a violation on the premises may be caused for the City objecting to renewal of the license or requesting revocation of the license.

SUPPLY A WRITTEN STATEMENT: That the applicant understands that the City of Ypsilanti has an ordinance prohibiting public nudity, and a violation of the ordinance on the premises where the liquor license is used will be caused for objecting to renewal of the license, or for requesting revocation of the license.

SUPPLY DOCUMENTATION (REDEVELOPMENT APPLICANTS ONLY): That the applicant has invested at least \$75,000 for the rehabilitation or restoration of the building over a period of the preceding five years, or documentation that the applicant has or will commit a capital investment of at least \$75,000 that will be expended for rehabilitation or restoration of the building before the license is issued.

My signature acknowledges the following:

- I have read the above application and am submitting this completed application for consideration of a new or transfer liquor license in the City of Ypsilanti.
- I have (either in hardcopy or on line) received a copy of ordinance number 926, (as amended and codified in section 6-31 et sec) and have read and understand the City's ability to request revocation of the license upon violation of the ordinance terms, and/or breach of any agreement with the City.
- Council Approval **DOES NOT** take the place of or avoid any permitting process of the City, including, but not limited to Building, Zoning, Fire, ADA, etc. Significant issues with regards to non-conforming uses may arise after applicant properly submits detailed plans for such construction and/or use permits.
- Redevelopment Applicants:
 - I affirm that I have attempted to purchase an available on-premise escrowed license or quota license within the city, and that one was not readily available as defined in the Liquor Control Code (MCL 436.1521a).
 - I affirm that the premises described above will be a dining, entertainment, or recreation business open at least 5 days per week and open to the general public at least 10 hours a day.
 - I affirm that I have invested \$75,000 in the real property within the last 5 years, or I will invest \$75,000 prior to issuance of the license. This provision may be enforced by the City as a breach of contract. In the event I fail to make the required investment and the City is required to enforce this provision, I agree to pay the City's actual attorney fees arising from the breach of contract.

- o I affirm that at least \$75,000 was invested or will be invested in the property by _____, and that the liquor license may issue on or after that date.

Signature of Applicant: _____

Signature of Applicant: _____

Signature of Applicant: _____

IF THIS IS A LIQUOR LICENSE TRANSFER REQUEST, THE SIGNATURE OF THE CURRENT LICENSE HOLDER IS REQUIRED.

Signature of Current License Holder: _____ Date _____

.....
For the City Clerk's Office Staff only:

Date application submitted: _____ Staff's Initials: _____

Routed for approval by the following departments: _____ Date: _____

For Department Approval:

_____ Building _____ Zoning _____ Fire Dept. _____ Police Dept.

_____ Assessor _____ Treasurer _____ City Attorney _____ DDA/DTDDA

Departments: Please conduct the appropriate review to ensure that the applicant does not have any outstanding issues within your department area. When you have completed your review, please report your findings to the City Clerk's Office, and initial on the line provided for your department.

EXECUTIVE SUMMARY

There's nothing more American than a burger—Americans eat around 50 billion burgers per year. Americans also love to eat out, with households spending an average of over \$3,000 per year on food away from home. Accordingly, the restaurant industry generated nearly \$800 billion in revenue over the course of 2017, equating to approximately \$1.8 billion per day. Hanchett/Zarkowski, LLC (d.b.a. "Hamburger Mary's," and also referred to as "the Company") intends to bring the flamboyant franchise to Ypsilanti, Michigan, serving delicious burgers and drinks with exciting entertainment every day. The Company will be the newest member of the Hamburger Mary's family, which includes over 20 locations around the country, all of which feature a flamboyant atmosphere, delicious menu, and open-air concepts that aim to benefit its community with location-specific advocacy by partnering closely with local charities, organizations, and communities.

Support and participation in the LGBTQ community is at an all-time high as younger generations prove themselves both queerer and more accepting of queer-culture than their predecessors. Also, more than 75% of Millennial consumers report preferring to spend their money on experiences instead of food at the store. Furthermore, households within a 30-minute drive from the Company's location in Ypsilanti, Michigan, spent over \$1.5 billion on eating out thus far in 2019, indicating a fruitful market for the Company to draw from. Hamburger Mary's will continue to operate within the \$144.8 billion *Chain Restaurants* industry, which has greatly benefitted from rising employment rates, increasing disposable income, and improving consumer confidence. The Company will face a variety of bars and grills in the area, but it will continue to outperform and differentiate itself from its competition with its unique flamboyant atmosphere, stylized and specialty menu, live entertainment, and a dedication to helping local charities and causes.

As the Company establishes itself, Hamburger Mary's will initiate a dynamic and localized marketing campaign that positions the Company as a unique destination dining experience for groups and parties seeking lively entertainment. This location will be included in the Hamburger Mary's franchise website and marketing efforts, and will also create an engaging presence on social media to attract nearby customers. Additionally, the Company will send direct mail to local residences, place flyers around the area, develop billboard signage near busy roads, and plan a grand opening celebration. These strategies are specifically designed to reach both local and visiting potential customers seeking an entertaining and high-quality option for a delicious meal.

Mr. Doug Hanchett and Mr. Tom Zarkowski will co-own and operate Hamburger Mary's drawing on their combined four decades of hospitality, retail, restaurant, and customer service experience to guide the Company's development. Mr. Hanchett, who will serve as Co-Owner and Entertainment Director, has spent over 20 years working closely with customers and team members at various retail establishments and has developed keen insights into attracting and retaining customers that will benefit the Company. Similarly, Mr. Zarkowski brings 20 years of restaurant experience in both the front- and back-of-house operations, staff hiring and training, and customer satisfaction assurance. His skills will lend directly into his role as Co-Owner and General Manager. Together, the pair brings all the necessary skills needed to succeed with their business.

To achieve the Company's objectives, Hanchett/Zarkowski is seeking \$150,000 in total funding through investor lending to combine with an owner investment of \$200,000. These funds will be used for franchise fees, equipment purchases, buildout, marketing, and other expenses.

Company Ownership

Hanchett/Zarkowski is a Limited Liability Company registered in the state of Michigan.

The Company is owned by Doug Hanchett (50%) and Thomas Zarkowski (50%).

Company Location

The Company is located at the following address:

23 N Washington St.
Ypsilanti, Michigan 48197

HAMBURGER MARY'S: AN OVERVIEW

A staple for flamboyant, exciting dining, the Hamburger Mary's franchise aims to bring open-air dining for open-minded people across the country with delicious specialty burgers and a friendly, welcoming, exciting atmosphere, as well as an advocate for LGBTQ+ communities and other charities in the area. A far cry from cookie-cutter franchises that all operate and look the same, Hamburger Mary's 20 locations are operated by independent owners and offer a location-specific-flair to each location alongside the franchise's established brand and vision. An open-air bar and grille style restaurant, Hamburger Mary's focuses on a sizeable menu of tasty items made with fresh ingredients and adjusted to include local ingredients and favorites, as well as an extensive bar menu that features craft beers and cocktails and a dining experience complete with live entertainment from professional Drag Queens.

Hanchett/Zarkaowski intends to bring the exciting and inclusive Hamburger Mary's to Ypsilanti, Michigan, within easy access from both Ann Arbor, Detroit, and other surrounding cities. The Company will market itself as a destination dining experience perfect for ladies' night outs, bachelorette or bridal parties, birthday celebrations, or simply a Friday night out. Like many Hamburger Mary's locations, the Company will partner closely with local charities and organizations, specifically those supporting animals, cancer research and patients, and the LGBTQ community. The Company will organize events every night of the week, ranging from no-cover karaoke and drag shows to charity bingos and fundraisers. Hamburger Mary's hosts a wide variety of events, including its "Dining with Divas" drag shows—with two rows of up-front VIP seating for an extra charge—and MaryOke nights. Furthermore, Hamburger Mary's hosts weekly charity bingo nights and other events that benefit local queer organizations and other charity groups.

Hamburger Mary's new owners intend to renovate and revamp the Company's operations, making repairs and updates to the Company's interior, exterior, and signage while reinvigorating its marketing strategy to reach a greater pool of potential customers. The Company will reinforce the brand's position in the LGBTQ community. Moreover, Hamburger Mary's makes an effort to hire primarily from the LGBTQ community. This, along with its eclectic aesthetic and consistent entertainment, will solidify the Company's reputation and consumer loyalty in its community.

Affidavit of Douglas Hanchett

Douglas Hanchett been duly sworn deposes and states as follow:

1. I am member of D n Z Hospitality LLC a applicant for a new Class C Redevelopment liquor license pursuant to MCL 436.1521 a (1) (b) for an establishment to be located in the City of Ypsilanti's Downtown Development Authority district.
2. .That the applicant limited liability company shall not violate any laws of the State of Michigan or ordinances of the City of Ypsilanti in it's conduct of the business on the license premises. Further your deponent understands that a violation of law or ordinance on these premises may be cause for the City objecting to the renewal of the license and or revocation of the license.
3. That your deponent understands that the City of Ypsilanti has in ordinance prohibiting public nudity and that a violation of this ordinance on the premises will be just cause for the City objecting to the renewal of the license and/or for the City requesting a immediate revocation of the license.
4. I affirm that I have attempted to purchase a available on premise escrowed license or quota license within the city but one has not been readily available as defined in the Liquor Control Code (MCL 436.1521 a.').
5. I have read and understand the City's ordinance number 926 and understand the City's ability to request revocation of the license upon violation of the ordinance's terms, and/or breach of any agreement with the City.
6. I affirm that the premises to be licensed will be a dining and entertainment business open at least five days per week and open to the general public at least 10 hours a day.
7. I affirm that the applicant will invest more than \$75,000 in the premises to be licensed, prior to the issuance of the license.
8. I affirm that the business will have public seating in excess of 25 people.

Remainder of this page is left intentionally blank

Further your deponent sayeth not.

Dated: December 10, 2019

STATE OF MICHIGAN)

COUNTY OF WASHTENAW)

Subscribed and sworn to before me by Douglas Hanchett on the 10th day of December, 2019

DAISY M L KELLEY, Notary Public
State of Michigan, County of WASHTENAW
Acting in the County of WASHTENAW
My Commission Expires: MAY 4, 2021

DAISY M. L. KELLEY
NOTARY PUBLIC, STATE OF MI
COUNTY OF WASHTENAW
MY COMMISSION EXPIRES May 4, 2021
ACTING IN COUNTY OF WASHTENAW

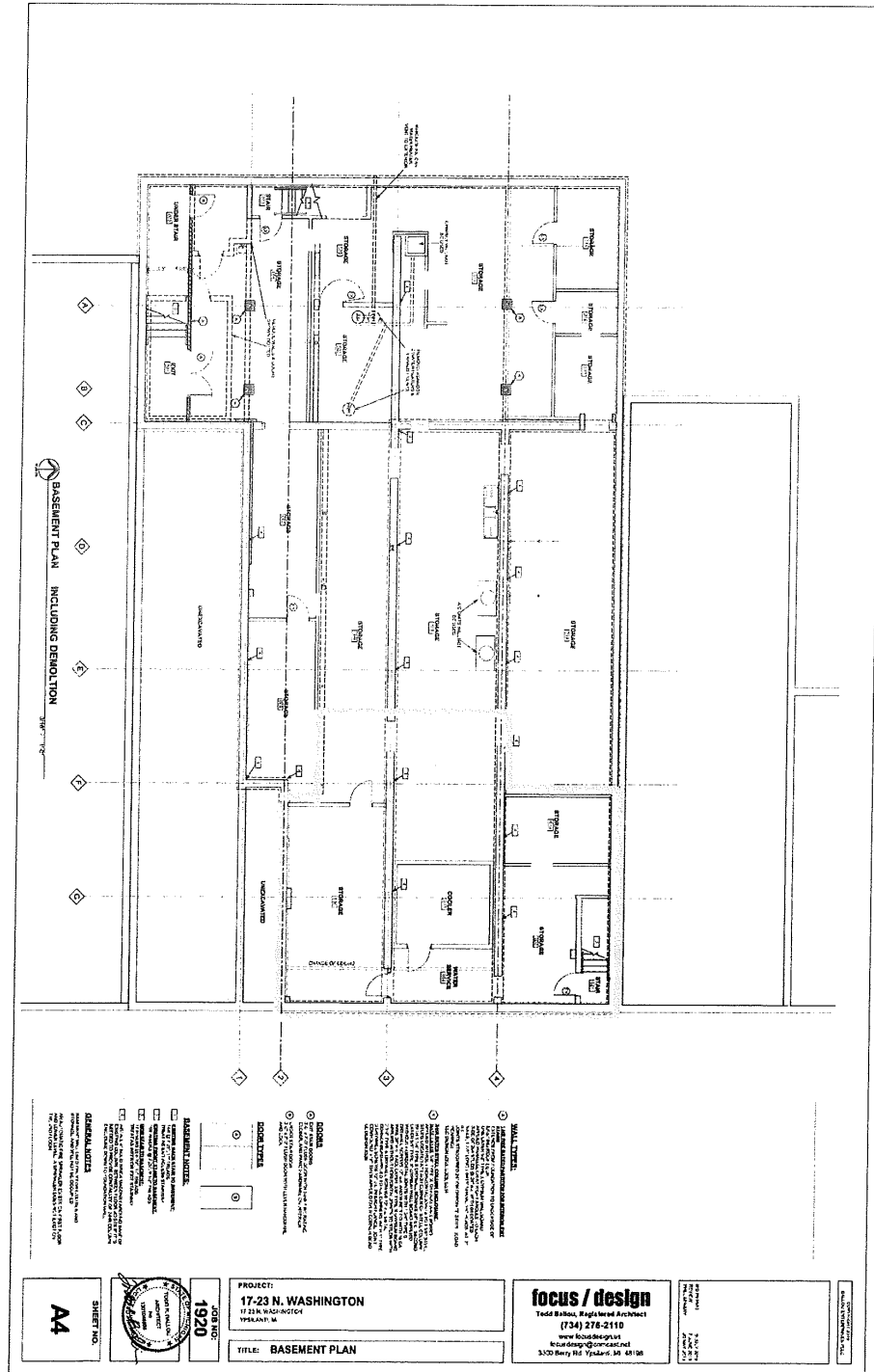


EXHIBIT B

LEGAL DESCRIPTION

17 North Washington, comprised of real property and improvements, is described as:

Land in the City of Ypsilanti, County of Washtenaw, Michigan, described as:

Parcel I

Commencing in the West line of Washington Street at the Northeast corner of Lot 83 in the Original Plat of the Village (now City) of Ypsilanti, as recorded in Transcripts, Pages 162 and 163, Washington County Records; thence running South along West line of said street, 66 feet 4 1/2 inches to North line of brick building; thence West 120 feet, thence North 66 feet 4 1/2 inches to North line said Lot 83; thence East 120 feet to Point of Beginning, together with right of way in and over strip of land 10 feet in width running South 52 feet 1 1/2 inches from Southwest corner of said above described premises to an ally running East and West.

Parcel II

The South 24.15 feet of the East 110 feet of Lot 86 in the Original Plat of the village (now City) of Ypsilanti, as recorded in Transcripts, pages 162 and 163, Washington County Records.

Commonly known as: 17 North Washington Street, Ypsilanti, MI 48197

Together with all tenements, hereditaments, improvements, and appurtenances, subject to any applicable building and use restrictions and to any easements affecting the land.

EXHIBIT C

RULES AND REGULATIONS

This Lease is subject to the following Rules and Regulations, which are made a part hereof **and shall be uniformly and consistently applied to all occupants of the building:**

FIRST. Tenants, their agents, employees or visitors, shall not in any way obstruct the sidewalks, entry passages, corridors, halls, stairways or elevators, or use the same in any other way than as a means of passage to and from their respective premises, nor permit anything to be done in the premises, nor bring nor keep anything therein, which may in any way increase or tend to increase the rate of fire insurance for the Building, or which may obstruct or interfere with the rights of other tenants, or in any way injure or annoy them, or which may conflict with the regulations of the Fire Department or with any rules or ordinances established by the Board of Health; and they shall not make or permit any offensive noises or odors, nor smoke in the elevators or other places designated to be smoke-free, nor throw substances of any kind out of the windows or doors, or down passage ways, nor bring into nor keep within the Building any dogs, cats, or animals of any kind (other than properly-trained leader dogs).

SECOND. Tenants may not install, leave, or store equipment, supplies, furniture or trash in the common areas of the Building (i.e., outside their Leased Premises).

THIRD. Tenant shall not place any merchandise, fixtures or any other thing whatsoever so as to be exposed through the exterior windows of the Leased Premises. Tenant shall not allow anything to be placed against or near any glass in the partitions between the Leased Premises and the halls and corridors. If Tenant is provided with show windows opening either on the street or on the halls, lobbies or corridors of the Building, Tenant shall at all times keep the same in a neat and attractive condition, with a display of goods containing nothing which Landlord shall consider objectionable, and shall keep said display sufficiently illuminated during ordinary business hours whenever and wherever such illumination is necessary for the purpose of the proper and attractive exhibition of such display.

FOURTH. The lavatory facilities shall not be used for and purpose other than that which they were constructed, and no rubbish, ashes, newspapers, tobacco or any other substances of any kind shall be thrown into them.

FIFTH. Tenant shall not use signs or displays in or about the Building except as are specifically in writing approved by Landlord as to character, size form, quality and location.

SIXTH. When electric wiring of any kind is used in the Leased Premises it must be connected as directed by Landlord, and no boring or cutting for the wires will be allowed except with the consent of the Landlord.

SEVENTH. Landlord may prescribe the maximum weight and size of all safes and other heavy equipment brought into the Building. All safes and heavy equipment shall stand on supports of such size as shall be designated by Landlord.

EIGHTH. All keys shall be returned by Tenant upon termination of tenancy. No additional lock or locks shall be placed by Tenant on any door in the Leased Premises or Building unless written consent of the Landlord shall have first been obtained, and if so obtained Tenant shall provide to Landlord (to permit emergency access) two (2) extra keys for each additional lock.

NINTH. The Landlord shall contact or make every reasonable effort to notify tenant of entry to leased premises in a timely manner before entry. Landlord shall have the right to enter the Leased Premises at all reasonable hours to perform necessary services or to make such repairs or alterations as shall be deemed necessary for the safety or preservation of the Building, and also at any time during the last six months of any tenancy, to exhibit the Leased Premises to prospective tenants.

TENTH. The Lease Premises shall be used only for purposes as described in Paragraph 10. "Use and Occupancy", of this Lease.

ELEVENTH. Landlord (or Landlord's property manager) will not be liable or responsible for lost or stolen money, jewelry or other personal property from any Tenants Leased Area or public areas of the Building unless occasioned by the gross negligence or willful misconduct of Landlord, its agents or employees.

TWELFTH. Tenant shall provide Landlord's property manager with names and telephone numbers of individuals who should be contacted in an emergency.

THIRTEENTH. Landlord reserves the right to make such other or further reasonable rules and regulations as in its judgment may from time to time be necessary or desirable for the safety, care and cleanliness of the Building, and for the preservation of good order therein.

FOURTEENTH. Landlord may prescribe reasonable security measures for the Building and Tenant shall cooperate with Landlord's security personnel. Landlord may issue passes to Tenant and its employees and may deny access to the Building to **persons not authorized by the Tenant** after customary business hours and on weekends. The customary business hours of the Building shall be 8:00 a.m. until 4:00 a.m.

FIFTEENTH. Landlord reserves the right, but shall not be held obligated, to eject from the Building any or all solicitors, and also other persons who conduct themselves in such a manner as in the opinion of Landlord to be an annoyance to any of the tenants of the Building or to interfere with the operation of the Building.

SIXTEENTH. No smoking is allowed in the Premises or elsewhere in the building including other tenant spaces and common areas including hallways, stairwells, basement, and vestibules. Tenant shall notify its employees, clients and guests of this policy. Failure to enforce this policy will create a violation of Landlord's insurance regulations.

EXHIBIT D

EMINENT DOMAIN

If the whole or any substantial part of the Leased Premises shall be taken by any public authority under the power of eminent domain, under any similar power, or by any purchase in lieu thereof, then the term of this Lease shall cease on parts so taken as of the date possession of that part shall be required for public use, and, in the case of a partial taking, either Landlord or Tenant may terminate this Lease as to the balance of the Leased Premises upon thirty (30) days prior written notice to the other party, which notice shall be delivered within sixty (60) days following the date notice is received of such taking. In the event that neither party shall terminate this Lease, the Landlord shall make all necessary repairs to the Leased Premises and the Building to render and restore the same to a complete architectural unit, and Tenant shall continue in possession of the portion of the Leased Premises not taken for public use, and such possession shall be under the same terms and conditions as provided in this Lease, except that the Base Rent and Tenant's Share of Applicable Taxes, Operating Expenses and Utility Expenses, shall be adjusted to reflect such taking. All damages awarded for such taking shall belong to and be the property of Landlord, whether such damages be awarded as compensation for diminution in value of the Landlord shall not be entitled to any separated award (or payment) made to Tenant for removal and re-installation of Tenant's fixtures or moving expenses.

EXHIBIT E LANDLORD AND TENANT WORK

The follow section refers to work being done in Suite 100 of 17 N Washington St. Ypsilanti MI, 48198 and to no other areas of the building. It is understood the work being done in Suite 100 is being done by both the Landlord and Tenant as follows. See Exhibit A – Suite 100 Floor Plan for exact outline of the suite.

Landlord Work: The Landlord will be responsible for completing all work in Suite 100 as described below. Any work not specifically described below will be the responsibility of the tenant.

Permits	The Landlord will be responsible for pulling all permits for work being performed by the Landlord.
Site Security	The Landlord will be responsible for site security during work being performed by the Landlord.
Dumpsters	The Landlord will be responsible for supplying dumpsters during work being performed by the Landlord.
Demolition	The Landlord will be responsible for demolishing as follows. • Demo of the existing bar • Demo work to create hallway between the main space and kitchen. This includes demolition of the existing walk in cooler, mop closet, cooling vents outside women's restroom. • Demo involved in installing new ceiling which will include the removal of all existing electric, duct work, TV's, etc. • Demo work relating to the new Façade • Demo of the old DJ booth
Asbestos Testing & Inspections	The Landlord will be responsible for any necessary asbestos testing and inspection if required by City. Subsequently the Landlord will be responsible for completing any work, if any, required by the inspection report.
Steel Columns Walls	The Landlord will be responsible for wrapping the steel columns in Suite 100 to fire code. The Landlord will be responsible for the construction of all walls shown in Suite 100. All wooden walls will be drywalled, mudded, and primed. The Landlord will not be responsible for painting any interior walls. Brick, concrete, and ceramic walls will be left exposed and the Landlord will not be responsible for any work on them.
HVAC	The Landlord will be responsible for installing a new roof top unit for 1st floor including all new duct work. The install of Fire alarm/ detection in HVAC system.
Kitchen Access	The Landlord will be responsible for all work required to connect the main space to the kitchen. Work includes but is not limited to. • Wood Ramp Framing- kitchen ramp • Moving bathroom entrance doors • Installing barrier walls just outside of new bathroom entrances • Re-working handicap stall plumbing (2 total)
Front Façade	The Landlord will be responsible for all work related to updating the building's façade. This work will include but is not limited to. • Install of all new windows • Air Infiltration Barrier at façade • Storefront windows & doors • Gypsum board on walls • Exterior lighting
Ceiling	The Landlord will be responsible for the following work related to the ceiling of Suite 100. • Sound Insulation in 1st floor ceiling • Gypsum board on ceiling- 1st floor 2-hr assembly • Any necessary reinstall of fire suppression system after ceiling installation. The does not include the kitchen as no work is being performed by the Landlord on the kitchen ceiling.
Interior Doors & hardware	The Landlord will be responsible for interior doors and hardware related to new construction and alterations. The Landlord will not be responsible for existing interior doors & hardware that are not be worked on as part of the Landlords Work. • i.e. The Landlord will be responsible for making sure the bathroom doors which are being moves as part of opening the hallway between the main space and kitchen but not responsible for the door to the basement or stall doors in the bathrooms.
Electrical	The Landlord will be responsible for the following electrical work in Suite 100.

- Providing electrical outlets per city code.
- Providing lighting receptacles to code. Landlord will not be installing any light fixtures inside Suite 100.

Exit & emergency

Lighting The Landlord will be responsible for installing exit & emergency lighting to code in Suite 100.

Flooring Landlord will provide a \$5,000.00 credit to Tenant's account upon completion of flooring work by Tenant and receipt of a paid invoice for flooring work.

Tenant Work: The Tenant will be responsible for completing all work in Suite 100 as described below. Tenant will also be responsible for any work not specifically described in the Landlord Work section or below that is required for them to open and operate their business.

Permits	The Tenant will be responsible for pulling all permits for work being performed by the Tenant.
Site Security	The Tenant will be responsible for site security during work being performed by the Tenant.
Dumpsters	The Tenant will be responsible for supplying dumpsters during work being performed by the Tenant.
Salvage & Reuse	The Tenant will be responsible for salvaging and reuse of existing material (bar, stage, runway).
Dressing Room	The Tenant will be responsible for all work related to putting in a dressing room.
Flooring & Base	The Tenant will be responsible for all work to finish the floor in Suite 100. This includes but is not limited to the main space, kitchen, bathrooms, vestibules, bar.
Bathrooms	The Tenant will be responsible for all work on the bathrooms in Suite 100. This includes but is not limited to the flooring, counter tops, plumbing, stalls, signage, grab bars.
Kitchen	The Tenant will be responsible for all work required to make the kitchen a fully compliant commercial kitchen. This includes but is not limited to any updates to the fire protection system, equipment, appliances (i.e. cooler, stove, sinks), alterations to existing plumbing.
Interior Painting	The Tenant will be responsible for all interior painting.
Sound Equipment	The Tenant will be responsible for supplying their own sound equipment.
Other Supplies	The Tenant will be responsible for supplying all other items related to their business. This includes but is not limited to tables, chairs, booths, bar stools, window blinds, mats (in vestibules).
Electrical	The Tenant will be responsible for all electrical work in Suite 100 not listed under Landlord work. This includes but is not limited to light fixture, low voltage (security), additional power outlets, any alterations or additions to power being supplied by owner.
Bar	The Tenant will be responsible for all work related to the design and construction of the new bar. This includes a new cooler in the basement.

Landlord shall commence work upon issuance of a building permit by the City of Ypsilanti.

Tenant shall commence his scope of work within five business days of notice by Landlord that the Landlord's scope of work is substantially complete and shall proceed to complete his scope of work in a diligent and timely manner. Failure by Tenant to progress toward completion of his scope of work shall be a breach of this Lease Agreement and entitle the Landlord to recover possession pursuant to Paragraph 24. Landlord shall provide Notice of Default to Tenant and Tenant shall have five business days to provide Landlord with a complete status report of Tenant Improvements including evidence of work completed and schedule of work in progress and to be completed. Within three business days Landlord shall respond to Tenant approving the status report, rejecting the report as unsatisfactory or allowing the Tenant additional time to provide additional information regarding work progress. Landlord may terminate the lease and take possession of the premises if Tenant fails make satisfactory progress toward completion of Tenant Improvements.

TERRANCE P. CONLIN, P.C.

A MICHIGAN CORPORATION
ATTORNEY AND COUNSELOR
1241 Rosewood
ANN ARBOR, MICHIGAN 48104
Florida Office
10016 Majestic Ave.
FT. MYERS FLORIDA 33913

TELEPHONE: (734) 395-2150
Terry@Conlin.law

December 6, 2019

Don Juan Bar and Mexican Grill Milan LLC
Don Juan Bar and Mexican Grill
45 East Main St.
Milan, MI 48160

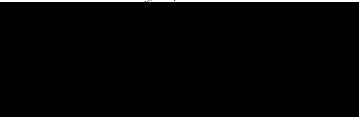
Via Certified Mail

Re: Michigan Liquor Control Commission issued Class C license licensed business #237359,
formerly located at 45 E. Main St., Milan, MI 48160

To whom it may concern:

Please be advised that I am the attorney for a party that is petitioning the City of Ypsilanti and the State of Michigan for an issuance of a new economic development liquor license. The statute requires that we make an attempt to buy any licenses presently in escrow within Washtenaw County. It is our understanding, based upon the liquor commission's records, that Don Juan Bar and Mexican Grill Milan, LLC owns a Class C liquor license that is presently in escrow. This inquiry is to whether or not you are willing and able to sell that license and if you are willing and able, what is your asking price. Please contact the undersigned, at your convenience, within the next 14 days. If we do not hear from you within the 14 days we will assume that you are unwilling or unable to sell the license. Thank you for consideration of our proposal.

Very truly yours



Terrance P Conlin

7014 0150 0001 6302 3102

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Return Receipt Fee (Endorsement Required)	
Restricted Delivery Fee (Endorsement Required)	
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Street, Apt. No., or PO Box No.	
City, State, ZIP+4	

PS Form 3800, August 2006 See Reverse for Instructions

TERRANCE P. CONLIN, P.C.

A MICHIGAN CORPORATION
ATTORNEY AND COUNSELOR

1241 Rosewood
ANN ARBOR, MICHIGAN 48104

Florida Office
10016 Majestic Ave.
FT. MYERS FLORIDA 33913

TELEPHONE: (734) 395-2150
Terry@Conlin.law

December 6, 2019

Via Certified Mail

The Beaver Trap Inc
1300 S. University Ave., Suite 4
Ann Arbor, MI 48104

Re: Michigan Liquor Control Commission issued Class C license licensed business #245259,
formerly located at 1300 S. University Ave., Suite 4, Ann Arbor, MI 48104.

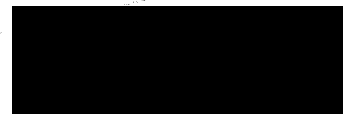
To whom it may concern:

Please be advised that I am the attorney for a party that is petitioning the City of Ypsilanti and the State of Michigan for an issuance of a new economic development liquor license. The statute requires that we make an attempt to buy any licenses presently in escrow within Washtenaw County. It is our understanding, based upon the liquor commission's records, that The Beaver Trap Inc own a Class C liquor license that is presently in escrow. This inquiry is to whether or not you are willing and able to sell that license and if you are willing and able, what is your asking price. Please contact the undersigned, at your convenience, within the next 14 days. If we do not hear from you within the 14 days we will assume that you are unwilling or unable to sell the license. Thank you for consideration of our proposal.

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City, State, ZIP+4	
PS Form 3800, August 2006	
See Reverse for Instructions	

Very truly yours



Terrance P Conlin

TERRANCE P. CONLIN, P.C.

A MICHIGAN CORPORATION
ATTORNEY AND COUNSELOR
1241 Rosewood
ANN ARBOR, MICHIGAN 48104
Florida Office
10016 Majestic Ave.
FT. MYERS FLORIDA 33913

TELEPHONE: (734) 395-2150
Terry@Conlin.law

December 6, 2019

Via Certified Mail

Robin Hills Farm
20390 N. M 52
Chelsea, MI 48118

Re: Michigan Liquor Control Commission issued Class C license licensed business #249479,
formerly located at 20390 N. M-52 Chelsea, MI 48118.

To whom it may concern:

Please be advised that I am the attorney for a party that is petitioning the City of Ypsilanti and the State of Michigan for an issuance of a new economic development liquor license. The statute requires that we make an attempt to buy any licenses presently in escrow within Washtenaw County. It is our understanding, based upon the liquor commission's records, that Robin Hills Farm owns a Class C liquor license that is presently in escrow. This inquiry is to whether or not you are willing and able to sell that license and if you are willing and able, what is your asking price. Please contact the undersigned, at your convenience, within the next 14 days. If we do not hear from you within the 14 days we will assume that you are unwilling or unable to sell the license. Thank you for consideration of our proposal.

Very truly yours,

Terrance P Conlin

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Total Postage & Fees	\$

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or P.O. Box No.
City, State, ZIP+4

TERRANCE P. CONLIN, P.C.

A MICHIGAN CORPORATION
ATTORNEY AND COUNSELOR
1241 Rosewood
ANN ARBOR, MICHIGAN 48104
Florida Office
10016 Majestic Ave.
FT. MYERS FLORIDA 33913

TELEPHONE: (734) 395-2150
Terry@Conlin.law

December 6, 2019

Via Certified Mail

Qdoba Restaurant Corporation
3279 Washtenaw Ave.
Ann Arbor, MI 48104

Re: Michigan Liquor Control Commission issued Class C license licensed business #250178,
formerly located at 3279 Washtenaw Ave. Ann Arbor, MI 48104.

To whom it may concern:

Please be advised that I am the attorney for a party that is petitioning the City of Ypsilanti and the State of Michigan for an issuance of a new economic development liquor license. The statute requires that we make an attempt to buy any licenses presently in escrow within Washtenaw County. It is our understanding, based upon the liquor commission's records, that Qdoba Restaurant Corporation owns a Class C liquor license that is presently in escrow. This inquiry is to whether or not you are willing and able to sell that license and if you are willing and able, what is your asking price. Please contact the undersigned, at your convenience, within the next 14 days. If we do not hear from you within the 14 days we will assume that you are unwilling or unable to sell the license. Thank you for consideration of our proposal.

Very truly yours,

[Redacted Signature]

Terrance P Conlin

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Total Postage & Fees	\$

Sent To: 3279 restaurant corp
Street, Apt. No.,
or PO Box No.
City, State, ZIP+4

TERRANCE P. CONLIN, P.C.

A MICHIGAN CORPORATION
ATTORNEY AND COUNSELOR
1241 Rosewood
ANN ARBOR, MICHIGAN 48104
Florida Office
10016 Majestic Ave.
FT. MYERS FLORIDA 33913

TELEPHONE: (734) 395-2150
Terry@Conlin.law

December 6, 2019

Via Certified Mail

Le, Hoanh Van and Bui Lang Thi
102 W Michigan Ave.
Ypsilanti, MI 48197

Re: Michigan Liquor Control Commission issued Class C license licensed business #133186,
formerly located at 102 West Michigan Ave., Ypsilanti, MI.

To whom it may concern:

Please be advised that I am the attorney for a party that is petitioning the City of Ypsilanti and the State of Michigan for an issuance of a new economic development liquor license. The statute requires that we make an attempt to buy any licenses presently in escrow within Washtenaw County. It is our understanding, based upon the liquor commission's records, that Le, Hoanh Van and Bui Lang Thi own a Class C liquor license that is presently in escrow. This inquiry is to whether or not you are willing and able to sell that license and if you are willing and able, what is your asking price. Please contact the undersigned, at your convenience, within the next 14 days. If we do not hear from you within the 14 days we will assume that you are unwilling or unable to sell the license. Thank you for consideration of our proposal.

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12/7/2019

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Shattuck, Kyle (LARA) <ShattuckK4@michigan.gov>
To: Terrance Conlin <terrypconlin@gmail.com>

Thu, Dec 5, 2019 at 1:03 PM

Good Afternoon Terrance,

I searched through the entire list and found a few of them that are in escrow and are not currently in the transfer process:

① Le, Hoanh Van & Bui, Lang Thi – 133186

Maple Road Restaruant, LLC – 156606 (unable to transfer locations but transfer of ownership is allowed)

② Don Juan Bar and Mexican Grill Milan, LLC – 237359

James Robert Farms Management, LLC – 238483 (unable to transfer locations but transfer of ownership is allowed)

Concord Center Associates, LLC – 244689 (unable to transfer locations but transfer of ownership is allowed)

③ The Beaver Trap, Inc. – 245259

④ Robin Hills Farm, LLC – 249479

⑤ Qdoba Restaurant Corporation (A Colorado Corporation) – 250178

If you have any questions about this please don't hesitate to contact me or the license division at (517) 284-6250 [ext. 4]

Kyle Shattuck

Michigan Liquor Control Commission

Licensing Unit

(517) 284-6250 {ext. 4}

<https://mail.google.com/mail/u/0/?ik=202775443f&view=pt&search=all&permthid=thread-a%3Ar5412862014603440956&simpl=msg-a%3Ar542112443...> 2/3

17 NORTH WASHINGTON, YPSILANTI
LEASE AGREEMENT

(1) This Lease made this 24th day of September 2019 by and between

17 N. Washington, LLC the Lessor, hereinafter designated as the Landlord,
and **D n Z Hospitality LLC**, hereinafter designated as the Tenant.

Description of Premises (2) **WITNESSETH:** The Landlord, in consideration of the rents to be paid and the covenants and agreements to be performed by the Tenant, does hereby lease unto the Tenant the following described premises situated at:

to wit: 17 North Washington
City of Ypsilanti, MI 48197
Suite 100, Approximately 6,380 s.f.
Suite Basement 1, Approximately 1,682 s.f.

Term (3) For a term of September 1st 2020 to August 31, 2025

For the rent of said premises for said term, the sum of Three Hundred Five Thousand Four Hundred Forty-Eight Dollars (\$305,448.00) in lawful money of the United States payable in monthly installments in advance, upon the first day of each and every month as follows:

<u>Period</u>	<u>Annual Rent</u>	<u>Monthly Rent</u>
Year 1 09/01/20-08/31/21	\$60,000.00	\$5,000.00
Year 2 09/01/21-08/31/22	\$60,000.00	\$5,000.00
Year 3 09/01/22-08/31/23	\$60,000.00	\$5,000.00
Year 4 09/01/23-08/31/24	\$61,800.00	\$5,150.00
Year 5 09/01/24-08/31/25	\$63,648.00	\$5,304.00

Tenant Option (4) Landlord shall grant Tenant two (2) five (5) Year Options from and after September 1, 2025. Tenant shall notify Landlord One Hundred and Eighty (180) days prior to lease expiration of his intent to exercise said option.

For the rent of said premises for said Option 1, the sum of Three Hundred Forty Eight Thousand Twenty-Four Dollars (\$348,024.00) in lawful money of the United States payable in monthly installments in advance, upon the first day of each and every month as follows:

<u>Tenant Option 1</u>	<u>Annual Rent</u>	<u>Monthly Rent</u>
Year 1 09/01/25-08/31/26	\$65,556.00	\$5,463.00
Year 2 09/01/26-08/31/27	\$67,524.00	\$5,627.00
Year 3 09/01/27-08/31/28	\$69,540.00	\$5,795.00
Year 4 09/01/28-08/31/29	\$71,628.00	\$5,969.00
Year 5 09/01/29-08/31/30	\$73,776.00	\$6,148.00

For the rent of said premises for said Option 2, the sum of Four Hundred Three Thousand Four Hundred Forty Dollars (\$403,440.00) in lawful money of the United States payable in monthly installments in advance, upon the first day of each and every month as follows:

<u>Tenant Option 2</u>	<u>Annual Rent</u>	<u>Monthly Rent</u>
Year 1 09/01/30-08/31/31	\$75,984.00	\$6,332.00
Year 2 09/01/31-08/31/32	\$78,264.00	\$6,522.00
Year 3 09/01/32-08/31/33	\$80,616.00	\$6,718.00
Year 4 09/01/33-08/31/34	\$83,040.00	\$6,920.00
Year 5 09/01/34-08/31/35	\$85,536.00	\$7,128.00

- Rent (5) The Tenant hereby hires the said premises for the said term as above mentioned and covenants well and truly to pay, or cause to be paid unto the Landlord at the dates and times mentioned, the rent above reserved.
- Late Charge (6) Rents received after the 3rd of the month it is due, will be accompanied by a \$250.00 late charge.
- (7) All payments of rent or other sums to be made to the Landlord shall be made at such a place as the Landlord shall designate in writing from time to time.
- Assignment (8) The Tenant covenants not to assign or transfer this lease or hypothecate or mortgage the same or sublet said premises or any part thereof without the written consent of the Landlord. Any assignment, transfer, hypothecation, mortgage or subletting without said written consent shall give the Landlord the right to terminate this lease and to reenter and repossess the leased premises.
- Bankruptcy and Insolvency (9) The Tenant agrees that if the estate created hereby shall be taken in execution, or by other process of law, or if the Tenant shall be declared bankrupt or insolvent, according to law, or any receiver be appointed for the business and property of the Tenant, or if any assignment shall be made of the Tenant's property for the benefit of creditors, then and in such event this lease may be canceled at the option of the Landlord.
- Right to Mortgage (10) The Landlord reserves the right to subject and subordinate this lease at all times to the lien of any mortgage or mortgages now or hereafter placed upon the Landlord's interest in the said premises and on the land and buildings of which the said premises are a part or upon any buildings hereafter placed upon the land of which the leased premises form a part. And the Tenant covenants and agrees to execute and deliver upon demand such further instrument or instruments subordinating this lease to the lien of any such mortgages as shall be desired by the Landlord and any mortgagees or proposed mortgagees.
- Use and Occupancy (11) It is understood and agreed between the parties hereto that said premises during the continuance of this lease shall be used and occupied for restaurant and event space and for no other purpose or purposes without the written consent of the Landlord, and that the Tenant will not use the premises for any other purpose in violation of any law, municipal ordinance or regulation, and that on any breach of this agreement the Landlord may at his option terminate this lease forthwith and reenter and repossess the leased premises through summary proceedings.
- Fire (12) It is understood and agreed that if the premises hereby leased be damaged or destroyed in whole or in part by fire or other casualty during the term hereof, the Landlord will repair and restore the same to good tenable condition with reasonable dispatch, and the rent herein provided for shall abate entirely in case the entire premises are untenable and pro rata for the portion rendered untenable, in case a part only is untenable, until the same shall be restored to tenable condition; provided however, that if the Tenant shall fail to adjust his own insurance or to remove his damaged goods, wares, equipment or property within a reasonable time, and as a result thereof the repairing and restoration is delayed, there shall be no abatement or rental during the period of such resulting delay, and provides further that there shall be no abatement of rental if such fire or other cause damaging or destroying the leased premises shall result from the negligence or willful act of the Tenant, his agents or employees, and provided further that if the Tenant shall use any part of the leased premises for storage during the period of repair a reasonable charge shall be made therefor against the Tenant, and provided further that in case the leased premises, or the building of which they are a part, shall be destroyed to the extent of more than one-half of the value thereof, the Landlord may at his option terminate this lease forthwith by a written notice to the Tenant.
- Repairs (13) The Landlord after receiving written notice from the Tenant and having reasonable opportunity thereafter to obtain the necessary workmen therefore agrees to keep in good order and repair the roof and the four outer walls of the premises including the exterior doors and exterior door frames plus and sprinkler system.

The tenant agrees to maintain the kitchen make-up air system, heating & air conditioning system, plumbing system, fire protection system, and electrical system that services the rental unit, and all window glass, window casings, window frames and windows, as necessary for the term of the lease.

Insurance

(14) The Tenant agrees to indemnify and hold harmless the Landlord from any liability for damages to any person or property in, or on said leased premises from any cause whatsoever; with the exception of incidents caused by the gross negligence of the Landlord or its representatives and Tenant will procure and keep in effect during the term hereof public liability and property damage insurance for the benefit of the Landlord in the sum of \$1,000,000.00 for damages resulting to one person and \$1,000,000.00 for damages resulting from one casualty, and \$1,000,000.00 property damages insurance resulting from any one occurrence. Tenant shall deliver said policies to the Landlord and upon Tenant's failure so to do, the Landlord may at his option obtain such insurance and the cost thereof shall be paid as additional rent due and payable upon the next ensuing rent day. Landlord shall be named as an additional insured on the policies.

Alterations & Repairs

(15) The Tenant further covenants and agrees that he will, at his own expense, during the continuation of this lease, keep the said premises and every part thereof in as good repair and at the expiration of the term yield and deliver up the same in like condition as when taken, reasonable use and wear thereof and damage by the elements excepted. The Tenant shall not make any alterations, additions or improvements to said premises without the Landlord's written consent, and all alterations, additions or improvements made by either of the parties hereto upon the premises, except movable office furniture and trade fixtures put in at the expense of the Tenant, shall be the property of the Landlord, and shall remain upon and be surrendered with the premises at the termination of this lease, without molestation or injury, consistent with the foregoing. Provided, however, the Tenant may make certain de minimis improvements to the premises without Landlord's consent, such as painting and/or wall papering the interior of the premises. The Tenant covenants and agrees that if the demised premises consists of only a part of a structure owned or controlled by the Landlord, the Landlord may enter the demised premises at reasonable times and install or repair ductwork, shafts, pipes, wires and other appliances or make any repairs and/or alterations deemed by the Landlord essential to the use and occupancy of the other parts of the Landlord's building.

Care of Premises

(16) The Tenant shall not perform any acts or carry on any practices which may injure the building or be a nuisance or menace to other Tenants in the building and shall keep premises clean and free of rubbish and dirt at all times, and shall further agree that if they do not comply with these provisions, the Landlord may enter upon said premises and have rubbish, dirt or other material removed, in which event the Tenant agrees to pay all charges that the Landlord shall pay for removing and hauling rubbish and dirt. Said charges shall be paid to the Landlord by the Tenant as soon as bill is presented to him and the Landlord shall have the same remedy as is provided in Paragraph 24 of this lease in the event of Tenant's failure to pay. Tenant shall be responsible for maintaining the front entrance area from the building to the street and to keep it clear of ice, snow, trash, and leaves. Tenant shall be responsible for maintaining the rear entrance from the building to the property line and to keep it clear of ice, snow, trash, and leaves and shall comply with all City ordinances regarding same.

(17) The Tenant shall at his own expense under penalty of forfeiture and damages promptly comply with all lawful laws, orders, regulations or ordinances of all municipal, County and State authorities affecting the premises hereby leased and the cleanliness, safety, occupation and use of same.

(18) The Landlord shall not be responsible or liable to the Tenant for any loss or damage that may be occasioned by or through the acts or omissions of persons occupying adjoining premises or any part of the premises adjacent to or connected with the premises hereby leased or any part of the building of which the leased premises are a part or for any loss or damage resulting to the Tenant or his property from bursting, stoppage or leaking of water, gas, sewer or steam pipes, unless such damage shall be caused by the gross negligence of Landlord, its agents, representatives or employees.

Re-Renting

(19) The Tenant hereby agrees that for a period commencing 180 days prior to the termination of this lease, the Landlord may show the premises to prospective Tenants.

Holding Over

(20) The Tenant hold over rate is 125% of the current lease rate after the termination of this lease. Upon expiration of this lease, the tenancy shall be from month to month in the absence of a written agreement to the contrary.

Utilities	(21) The Tenant will pay all charges made against said leased premises for electricity and gas. There shall be a sub-meter to Landlord's primary water meter. Upon receipt of the water bill, Landlord shall add Tenant's water bill charge to Tenant's account which sum shall be promptly paid with the next rental payment that becomes due.
Advertising	(22) It is further agreed that all signs and advertising displayed in and about the premises, all which have exposure to common areas or the exterior of the building, shall be such only as to advertise the business carried on upon said premises, and that the Landlord shall control the character and size thereof, and that no sign shall be displayed excepting such as shall be approved in writing by the Landlord, and that no awning shall be installed or used on the exterior of said building unless approved in writing by Landlord.
Access to Premises	(23) The Landlord shall have the right to enter upon the leased premises at all reasonable hours for the purpose of inspecting the same. The Landlord shall contact or make every reasonable effort to notify Tenant of entry to leased premises in a timely manner before entry. If the Landlord deems any repairs necessary he may demand that the Tenant make said repairs if they are the responsibility of the Tenant, and if the Tenant refuses or neglects forthwith to commence such repairs and complete the same with reasonable dispatch the Landlord may make or cause to be made such repairs and shall not be responsible to the Tenant for any loss or damage that may accrue to his stock or business by reason thereof, and if the Landlord makes or causes to be made such repairs the Tenant agrees that he will forthwith on demand pay to the Landlord the cost thereof with interest at 7% per annum, and if he shall make default in such payment the landlord shall have the remedies provided in Paragraph 24 hereof.
Re-entry	(24) In case any rent shall be due and unpaid or if default be made in any of the covenants herein contained, or if said leased premises shall be deserted or vacated, then it shall be lawful for the Landlord, his attorney, heirs, representatives and assigns, to re-enter into, repossess the said premises and the Tenant and each and every occupant to remove and put out through appropriate summary proceedings with both Landlord and Tenant having the rights and remedies provided by Law.
Quiet Enjoyment	(25) The Landlord covenants that the said Tenant, on payment of all aforesaid installments and performing all the covenants aforesaid, shall and may peacefully and quietly have, hold and enjoy the said demised premises for the term aforesaid.
Expenses,Damages,Reentry	(26) In the event that the Landlord shall, during the period covered by this lease, obtain possession of said premises by reentry, summary proceedings, or otherwise, the Tenant hereby agrees to pay the Landlord the expense caused by Tenant and only attributable to the remaining unexpired term, including attorney fees and costs, incurred in obtaining possession of said premises, and also all expenses and commissions which may be paid in and about the letting of the same.
Remedies not Exclusive	(27) It is agreed that each and every of the rights, remedies and benefits provided by this lease shall be cumulative, and shall not be exclusive of any other of said rights, remedies and benefits, or of any other rights, remedies and benefits allowed by law.
Waiver	(28) One or more waivers of any covenant or condition by the Landlord shall not be construed as a waiver of a further breach of the same covenant or condition.
Delay of Possession	(29) It is understood that if the Tenant shall be unable to enter into and occupy the premises hereby leased at the time above provided, by reason of the said premises not being ready for occupancy as a result of any actions or inactions by the Landlord, the Landlord shall not be liable in damages to the Tenant therefor, but during the period the Tenant shall be unable to occupy said premises as herein before provided, the rental therefor shall be abated and the Landlord is to be sole judge as to when the premises are ready for occupancy. If occupancy is delayed due to Tenant Improvements not completed, then rent shall be abated at Landlord's sole discretion and shall not unreasonably be denied so long as Tenant has proceeded with his scope of work as detailed in Exhibit E in a good faith manner and without unreasonable delay.

(30) Whenever under this Lease a provision is made for notice of any kind it shall be deemed sufficient notice and service thereof if such notice to the Tenant is in writing addressed to the Tenant at his last known Post Office address or at the leased premises and deposited in the mail with postage prepaid and if such notice to the Landlord is in writing addressed to the last known Post Office address of the Landlord and deposited in the mail with postage prepaid. Notice need be sent to only one Tenant or Landlord where the Tenant or Landlord is more than one person. Notices may also be deemed secured if hand delivered or telefaxed with written acknowledgment of proof of service by the receiving party.

(31) It is agreed that in this lease the word "he" shall be used as synonymous with the words "she", "it" and "they", and the word "his" synonymous with the words "her", "its" and "their".

(32) The covenants, conditions and agreements made and entered into by the parties hereto are declared binding on their respective heirs, successors, representatives and assigns.

Security Deposit (33) The Landlord herewith acknowledges the receipt of Five Thousand Dollars (\$5,000.00) which he is to retain as security for the faithful performance of all of the covenants, conditions and agreements of this lease, but in no event shall the Landlord be obliged to apply the same upon rents or other charges in arrears or upon damages for the Tenants' failure to perform the said covenants, conditions and agreements; the Landlord may so apply the security at his option; and the Landlord's right to the possession of the premises for non-payment of rent or for any other reason shall not in any event be affected by reason of the fact that the Landlord holds this security.

The said sum if not applied toward the payment of rent in arrears or toward the payment of damages suffered by the Landlord by reason of the Tenant's breach of the covenants, conditions and agreements of this lease is to be returned to the Tenant when this lease is terminated, according to these terms, and in no event is the said security to be returned until the Tenant has vacated the premises and delivered possession to the Landlord.

In the event that the Landlord repossesses himself of the said premises because of the Tenant's default or because of the Tenant's failure to carry out the covenants, conditions, and agreements of this lease, the Landlord may apply the said security upon all damages suffered to the date of said repossession and may retain the said security to apply upon such damages as may be suffered or shall accrue thereafter by reason of the Tenant's default or breach. The Landlord shall not be obliged to keep the said security as a separate fund, but may mix the said security with his own funds.

Termination (34) Tenant may terminate this lease if he is unable to obtain a liquor license for the rental unit. This lease provision may only be exercised upon satisfaction of the following conditions:

- (a) Tenant makes a good faith effort to obtain a liquor license through the Michigan Liquor Control Commission, Redevelopment Project Area and Development District or Area Liquor Licenses Ypsilanti DDA
- (b) Tenant, immediately upon execution of this Lease Agreement, completes and files an Application for New Liquor License with the City of Ypsilanti and rigorously follows all procedures as outlined in the attached "Policy—Liquor License—Ordinance 926.
- (c) Tenant keeps Landlord informed as to the progress of the application and seeks assistance from Landlord, Attorneys, and/or the City of Ypsilanti DDA Director as necessary to obtain approval of the Application.
- (d) Tenant exhausts all other avenues to obtain a liquor license.

Upon termination of the Lease Agreement pursuant to this provision, Tenant may only remove from the premises its personal property. Any improvements to the rental space that are affixed to the floor, ceiling, or walls shall remain the property of the Landlord.

Exhibits Exhibit A – Floor Plan for Suite 100 and Basement Suite 1
 Exhibit B - Legal Description of Building
 Exhibit C - Rules and Regulations
 Exhibit D - Eminent Domain
 Exhibit E - Landlord and Tenant Work

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals this day and year first above written.

WITNESSED BY:

Jerica Soltic

LANDLORD:

17 North Washington, LLC

By: 
Stewart W. Bear, Member

TENANT:

D n Z Hospitality LLC

By: _____

Jerica Soltic

Jerica Soltic


Douglas Hanchett


Thomas Zarkowski

PERSONAL GUARANTY

Each of the following agrees to be jointly and severally liable to Landlord for any amount due under the terms of this Lease Agreement. Each signer acknowledges by his or her signature that the whole sum listed in Paragraph 3 is due specified and that there are no issues or facts that can or will be raised to defend or set off the amount due as stated in the Lease Agreement. Each of the following agrees to be personally obligated on the Lease Agreement as this is a guaranty of payment and agrees that each of them is legally responsible for payment pursuant to the terms of the Lease Agreement immediately on default. No action has to be taken against the business entity first for these guarantors to be liable and responsible. Any legal action may be taken simultaneously against the business entity as well as any guarantors. It is understood that this is an individual and personal guaranty.

11.7.19

11.7.19


Douglas Hanchett


Thomas Zarkowski

EXHIBIT A

12/19/2019

**Downtown Development Authority of the
City of Ypsilanti
County of Washtenaw, State of Michigan
RESOLUTION TO APPROVE THE
REDEVELOPMENT LIQUOR LICENSE FOR 17 N WASHINGTON**

The following preamble and resolution were offered by Janette Rook and supported by Andy French.

WHEREAS, Doug Hanchett, owner of D n Z Hospitality LLC, has applied to the Ypsilanti Downtown Development Authority, City of Ypsilanti and Michigan Liquor Control Commission requesting the following:

Approval of a New Class C license with a Dance/Entertainment permit, A New Class C license, as defined by MCL 436.1521(a)(1)(b), is a place licensed to sell, at retail, beer, wine, mixed spirit drink, and spirits for consumption on the premises, at 17 N Washington, Ypsilanti, MI 48197, Washtenaw County; and

WHEREAS, a public hearing to consider the application to New Class C for D n Z Hospitality will be duly noticed and held on January 14th, 2020

NOW, THEREFORE, BE IT RESOLVED THAT the request of Doug Hanchett owner of D n Z Hospitality for the property located at 17 North Washington be approved contingent upon approval by the Washtenaw County Health Department.

AYES:

NAYS:

ABSTAINED:

YES: NO:



REQUEST FOR LEGISLATION

TO: Mayor and City Council
FROM: Joe Meyers
DATE: January 14, 2020
SUBJECT: Zoning Text Amendment: Michigan Regulation and Taxation of Marihuana Act Zoning Update

DESCRIPTION:

Zoning Text Amendment: Michigan Regulation and Taxation of Marihuana Act Zoning Update

SUMMARY:

State regulations regarding marijuana facilities have recently arrived with the adoption of the Michigan Regulation and Taxation of Marihuana Act (MRTMA). These regulations allow for adult-use marijuana (also known as "recreational marijuana") establishments to grow, process, and ultimately sell marijuana for users 21 years of age or older. The previous City and State marijuana laws only allowed for medical marijuana facilities. The purpose of these proposed text amendments is to provide zoning regulations for recreational marijuana.

The City recognizes- through prior laws and implementation of medical marijuana facilities- there are concerns about clustering of marijuana facilities. The intent is to continue buffering from marijuana facility to marijuana facility to prevent clustering. Also, the City intends to designate all marijuana uses in their eligible zoning districts as Special Uses with the exception for recreational marihuana retailers in Center districts as a Permitted Use.

The Planning Commission recommended the ordinance change unanimously at their December 2019 regular Planning Commission meeting.

RECOMMENDED ACTION: Approval

ATTACHMENTS: Resolution, Ordinance, Staff Report, Staff Report Exhibit

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: _____

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____



Resolution No. 2020-003
January 14, 2020

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, the City has an interest in protecting the economic diversity and image of the community; and

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

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

NOW THEREFORE BE IT RESOLVED THAT the Ypsilanti City Council approve the ordinance entitled Michigan Regulation and Taxation of Marihuana Act Zoning Update on first 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
14 day of January 2020

#Resolution No. 2020-003



**CITY OF YPSILANTI
NOTICE OF ADOPTED ORDINANCE
ORDINANCE NO. 1354**

An Ordinance Entitled "Recreational Zoning"

THE CITY OF YPSILANTI ORDAINS:

That Section 122-203 be amended as follows:

Designated consumption establishment. A facility licensed and authorized to permit adults 21 years of age and older to consume marihuana products at the location indicated on the state license.

Excess marihuana grower. A facility holding 5 class C marihuana grower licenses and licensed to cultivate marihuana and sell or otherwise transfer marihuana to marihuana establishments.

Marihuana secure transporter. A facility licensed to obtain marihuana from marihuana establishments in order to transport marihuana to marihuana establishment as defined by the Michigan Regulation and Taxation of Marihuana Act Initiated Law 1 of 2018.

Recreational Marihuana Growing and/or Processing Facility. A facility for the cultivation and/or processing of recreational marihuana into a usable form and "grower" or "processor" as defined by the Michigan Regulation and Taxation of Marihuana Act Initiated Law 1 of 2018.

Recreational Marihuana Microbusiness. A facility licensed to cultivate not more than 150 marihuana plants; process and package marihuana; and sell or otherwise transfer marihuana to individuals who are 21 years of age or older or to a marihuana safety compliance facility, but not to other marihuana establishments as defined by the Michigan Regulation and Taxation of Marihuana Act Initiated Law 1 of 2018.

Recreational Marihuana Retailer. A facility that sells, supplies, or provides recreational marihuana to individuals directly; and as defined by the Michigan Regulation and Taxation of Marihuana Act Initiated Law 1 of 2018

Recreational Marihuana Safety Compliance Facilities. A facility to test marihuana, including certification for potency and the presence of contaminant as defined by the Michigan Regulation and Taxation of Marihuana Act Initiated Law 1 of 2018.

School. School is defined as any building, playing field, or property used for school purposes to impart instruction to children in grades kindergarten through 12, when provided by a public, private, denominational, or parochial school, except those buildings used primarily for adult education or college extension courses.

#Ordinance No. 1354-Recreational Zoning

That Section 122-446 (C) be amended as follows:

Recreational Marihuana Retailer (permitted)
Recreational Marihuana Microbusiness (special use)
Designated Consumption Establishment (special use)

That Section 122-451(NC, GC, HC) be amended as follows:

Recreational Marihuana Retailer (special use in GC)
Recreational Marihuana Growing and/or Processing Facility (special use in GC)
Recreational Marihuana Microbusiness (special use in GC)
Marihuana secure transporter license (special use in GC)
Designated consumption establishment license (special use in GC)

That Section 122-461 (HHS) be amended as follows:

Recreational Marihuana Safety Compliance Facilities. (special use)

That Section 122-431 (PMD) be amended as follows:

Recreational Marihuana Growing and/or Processing Facility (special use)
Excess marihuana grower (special use)
Marihuana secure transporter license. (special use)
Recreational Marihuana Safety Compliance Facilities. (special use)
Recreational Marihuana Microbusiness (special use)

That Section [122-522](#) be added as follows:

Designated consumption establishment.

- a. Generally. Nothing in this Chapter, or in any companion regulatory provision adopted in any other provision of this Code, is intended to grant, nor shall they be construed as granting, immunity from criminal prosecution for growing, sale, consumption, use, distribution, or possession of marihuana not in strict compliance with the State of Michigan laws and rules. Also, since Federal law is not affected by the Act or the General Rules, nothing in this Chapter, or in any companion regulatory provision adopted in any other provision of this Code, is intended to grant, nor shall they be construed as granting, immunity from criminal prosecution under Federal law.
- b. The following standards for Recreational Marihuana Designated Consumption Establishment apply:
 - a. The facility shall operate at all times in compliance with the General Rules of the Michigan Department of Community Health, the MRTMA as well as any and all administrative rules or regulations contained or adopted under the authority therein;
 - b. The site shall not be located within one thousand (1,000) feet of a school, as measured from the outermost boundaries of the lot or parcel on which the designated consumption establishment license and to the outermost boundaries of the lot or parcel on which the school is located;
 - c. The Recreational Marihuana Designated Consumption Establishment site shall not be located within five hundred (500) feet of a lawfully existing Recreational Marihuana Designated Consumption Establishment as measured from the outermost boundaries of the lot or parcel on which the proposed Recreational Marihuana Designated Consumption Establishment and to the outermost boundaries of the lot or parcel on which the lawfully existing Recreational Marihuana Designated Consumption Establishment marihuana facility is located;

- d. All activity related to the Designated consumption establishment license shall be done indoors;
 - e. The premises shall be open for inspection upon request by the Building Official, the Fire Department and law enforcement officials for compliance with all applicable laws and rules, during the stated hours of operation/use and as such other times as anyone is present on the premises.
 - f. If the designated consumption establishment license ceases operation for a length of time of sixty (60) days or greater, any Special Use permit shall expire;
 - g. All recreational marihuana shall be contained within the main building in an enclosed, locked facility in accordance with the General Rules of the Michigan Department of Community Health, the MRTMA as well as any and all administrative rules or regulations contained or adopted under the authority therein,
 - h. All designated consumption establishment license must be registered with and licensed by the State Department of Licensing and Regulatory Affairs, as well as be permitted under Chapter 8 of the City Code of Ordinances;
 - i. The dispensing of recreational marihuana shall be prohibited.
10. There shall be no other accessory uses permitted within the same building, other than those clearly necessary for continued operation, such as offices, employee facilities, and storage.

That Section 122-525 be added as follows:

Excess Marihuana Grower

- a. Generally. Nothing in this Chapter, or in any companion regulatory provision adopted in any other provision of this Code, is intended to grant, nor shall they be construed as granting, immunity from criminal prosecution for growing, sale, consumption, use, distribution, or possession of marihuana not in strict compliance with the State of Michigan laws and rules. Also, since Federal law is not affected by the Act or the General Rules, nothing in this Chapter, or in any companion regulatory provision adopted in any other provision of this Code, is intended to grant, nor shall they be construed as granting, immunity from criminal prosecution under Federal law.
- b. The following standards for Excess Marihuana Grower apply:
 - 1. The facility shall operate at all times in compliance with the General Rules of the Michigan Department of Community Health, the MRTMA as well as any and all administrative rules or regulations contained or adopted under the authority therein;
 - 2. The excess marihuana grower site shall not be located within one thousand (1,000) feet of a school, as measured from the outermost boundaries of the lot or parcel on which the excess marihuana grower facility and to the outermost boundaries of the lot or parcel on which the school is located;
 - 3. Use of marihuana is prohibited on the premises unless otherwise noted;
 - 4. All activity related to the excess marihuana grower facility shall be done indoors;
 - 5. The premises shall be open for inspection upon request by the Building Official the Fire Department and law enforcement officials

for compliance with all applicable laws and rules, during the stated hours of operation/use and as such other times as anyone is present on the premises.

6. If the excess marihuana grower facility ceases operation for a length of time of sixty (60) days or greater, any Special Use permit shall expire;
7. Drive-through and walk-up or similar facilities shall be prohibited;
8. All recreational marihuana shall be contained within the main building in an enclosed, locked facility in accordance with the General Rules of the Michigan Department of Community Health, the MRTMA as well as any and all administrative rules or regulations contained or adopted under the authority therein
9. That portion of the structure where the storage of any chemicals such as herbicides, pesticides, and fertilizers shall be subject to inspection and approval by the Ypsilanti Fire Department to insure compliance with the Michigan Fire Protection Code;
10. All excess marihuana grower facilities must be registered with and licensed by the State Department of Licensing and Regulatory Affairs, as well as be permitted under Chapter 7 of the City Code of Ordinances;
11. The dispensing of recreational marihuana shall be prohibited.
12. There shall be no other accessory uses permitted within the same building, other than those clearly necessary for continued operation, such as offices, employee facilities, and storage.

That Section 122-538 be added as follows:
Marihuana secure transporter.

- a. Generally. Nothing in this Chapter, or in any companion regulatory provision adopted in any other provision of this Code, is intended to grant, nor shall they be construed as granting, immunity from criminal prosecution for growing, sale, consumption, use, distribution, or possession of marihuana not in strict compliance with the State of Michigan laws and rules. Also, since Federal law is not affected by the Act or the General Rules, nothing in this Chapter, or in any companion regulatory provision adopted in any other provision of this Code, is intended to grant, nor shall they be construed as granting, immunity from criminal prosecution under Federal law.
- b. The following standards for Recreational Marihuana Secure Transporter Facility apply:
 - i. The facility shall operate at all times in compliance with the General Rules of the Michigan Department of Community Health, the MRTMA as well as any and all administrative rules or regulations contained or adopted under the authority therein;
 - ii. The site shall not be located within one thousand (1,000) feet of a school, as measured from the outermost boundaries of the lot or parcel on which the Secure Transporter Facility and to the

outermost boundaries of the lot or parcel on which the school is located;

- iii. The Recreational Marihuana Secure Transporter Facility site shall not be located within five hundred (500) feet of a lawfully existing Marihuana Secure Transporter Facility as measured from the outermost boundaries of the lot or parcel on which the proposed Marihuana Secure Transporter Facility and to the outermost boundaries of the lot or parcel on which the lawfully existing Marihuana Secure Transporter Facility is located;
- iv. Use of marihuana is prohibited on the premises unless otherwise noted;
- v. All activity related to the Secure Transporter Facility shall be done indoors;
- vi. The premises shall be open for inspection upon request by the Building Official, the Fire Department and law enforcement officials for compliance with all applicable laws and rules, during the stated hours of operation/use and as such other times as anyone is present on the premises.
- vii. If the Recreational Marihuana Secure Transporter Facility ceases operation for a length of time of sixty (60) days or greater, any Special Use permit shall expire;
- viii. All recreational marihuana shall be contained within the main building in an enclosed, locked facility in accordance with the General Rules of the Michigan Department of Community Health, the MRTMA as well as any and all administrative rules or regulations contained or adopted under the authority therein,
- ix. All Recreational Marihuana Secure Transporter Facility must be registered with and licensed by the State Department of Licensing and Regulatory Affairs, as well as be permitted under Chapter 8 of the City Code of Ordinances;

10. The dispensing of recreational marihuana shall be prohibited.

11. There shall be no other accessory uses permitted within the same building, other than those clearly necessary for continued operation, such as offices, employee facilities, and storage.

That Section 122-548 be added as follows:

Recreational Marihuana Cultivation and/or Processing Facilities.

- a. Generally. Nothing in this Chapter, or in any companion regulatory provision adopted in any other provision of this Code, is intended to grant, nor shall they be construed as

granting, immunity from criminal prosecution for growing, sale, consumption, use, distribution, or possession of marihuana not in strict compliance with the State of Michigan laws and rules. Also, since Federal law is not affected by the Act or the General Rules, nothing in this Chapter, or in any companion regulatory provision adopted in any other provision of this Code, is intended to grant, nor shall they be construed as granting, immunity from criminal prosecution under Federal law.

- b. The following standards for recreational Marihuana Cultivation and/or Processing Facilities apply:
- c. The facility shall operate at all times in compliance with the General Rules of the Michigan Department of Community Health, the MRTMA as well as any and all administrative rules or regulations contained or adopted under the authority therein;
- d. The growing and/or processing facility site shall not be located within one thousand (1,000) feet of a school, as measured from the outermost boundaries of the lot or parcel on which the growing and/or processing facility and to the outermost boundaries of the lot or parcel on which the school is located;
- e. The growing and/or processing facility site shall not be located within five hundred (500) feet of a lawfully existing marihuana facility as measured from the outermost boundaries of the lot or parcel on which the proposed growing and/or processing facility and to the outermost boundaries of the lot or parcel on which the lawfully existing marihuana facility is located. This requirement is waived in PMD zoning districts when buffering from marihuana facility types other than marihuana growing and/or processing facilities;
- f. Use of marihuana is prohibited on the premises unless otherwise noted;
- g. All activity related to the growing and/or processing facility shall be done indoors;
- h. The premises shall be open for inspection upon request by the Building Official the

Fire Department and law enforcement officials for compliance with all applicable laws and rules, during the stated hours of operation/use and as such other times as anyone is present on the premises.

- i. If the growing and/or processing facility ceases operation for a length of time of sixty (60) days or greater, any Special Use permit shall expire;
- j. Drive-through and walk-up or similar facilities shall be prohibited;
- k. All recreational marihuana shall be contained within the main building in an enclosed, locked facility in accordance with the General Rules of the Michigan Department of Community Health, the MRTMA as well as any and all administrative rules or regulations contained or adopted under the authority therein
- l. That portion of the structure where the storage of any chemicals such as herbicides, pesticides, and fertilizers shall be subject to inspection and approval by the Ypsilanti Fire Department to insure compliance with the Michigan Fire Protection Code;
- m. All growing and/or processing facilities must be registered with and licensed by the State Department of Licensing and Regulatory Affairs, as well as be permitted under Chapter 7 of the City Code of Ordinances;
- n. The dispensing of recreational marihuana shall be prohibited.
- o. There shall be no other accessory uses permitted within the same building, other than those clearly necessary for continued operation, such as offices, employee facilities, and storage.

That Section 122-549 be added as follows:
Recreational Marihuana Microbusiness

- a. Generally. Nothing in this Chapter, or in any companion regulatory provision adopted in any other provision of this Code, is intended to grant, nor shall they be construed as granting, immunity from criminal prosecution for growing, sale, consumption, use, distribution, or possession of marihuana not in strict

compliance with the State of Michigan laws and rules. Also, since Federal law is not affected by the Act or the General Rules, nothing in this Chapter, or in any companion regulatory provision adopted in any other provision of this Code, is intended to grant, nor shall they be construed as granting, immunity from criminal prosecution under Federal law.

- b. The following standards for Recreational Marihuana Microbusiness apply:
 - i. The facility shall operate at all times in compliance with the General Rules of the Michigan Department of Community Health, the MRTMA as well as any and all administrative rules or regulations contained or adopted under the authority therein;
 - ii. The site shall not be located within one thousand (1,000) feet of a school, as measured from the outermost boundaries of the lot or parcel on which the growing and/or processing facility and to the outermost boundaries of the lot or parcel on which the school is located;
 - iii. The Recreational Marihuana Microbusiness facility site shall not be located within one thousand (1,000) feet of a lawfully existing recreational marihuana microbusiness, and five hundred (500) feet from other types of marihuana facilities as measured from the outermost boundaries of the lot or parcel on which the proposed recreational marihuana facility and to the

outermost boundaries of the lot or parcel on which the lawfully existing marihuana facility is located;

- iv. Use of marihuana is prohibited on the premises unless otherwise noted;
- v. All activity related to the safety and compliance shall be done indoors;
- vi. The premises shall be open for inspection upon request by the Building Official the Fire Department and law enforcement officials for compliance with all applicable laws and rules, during the stated hours of operation/use and as such other times as anyone is present on the premises.
- vii. If the Recreational Marihuana Microbusiness ceases operation for a length of time of sixty (60) days or greater, any Special Use permit shall expire;
- viii. Drive-through and walk-up or similar facilities shall be prohibited
- ix. All recreational marihuana shall be contained within the main building in an enclosed, locked facility in accordance with the General Rules of the Michigan Department of Community Health, the MRTMA as well as any and all administrative rules or regulations contained or adopted under the authority therein administrative rules or regulations contained or adopted under the authority therein;

- 10. That portion of the structure where the storage of any chemicals shall be subject to inspection and approval by the Ypsilanti Fire Department to insure compliance with the Michigan Fire Protection Code;

11. All Recreational Marihuana Microbusiness facility must be registered with and licensed by the State Department of Licensing and Regulatory Affairs, as well as be permitted under Chapter 7 of the City Code of Ordinances;
12. Growing, cultivation, processing, testing and sales of recreational marihuana in the microbusiness is allowed so long as it's done within the facility and has a maximum of 150 plants as allowed by the MRTMA and the MRA with LARA.
13. There shall be no other accessory uses permitted within the same building, other than those clearly necessary for continued operation, such as offices, employee facilities, and storage.

That Section 122-550 be added as follows:

Recreational Marihuana Retailers.

(a) Generally. Nothing in this Chapter, or in any companion regulatory provision adopted in any other provision of this Code, is intended to grant, nor shall they be construed as granting, immunity from criminal prosecution for growing, sale, consumption, use, distribution, or possession of marihuana not in strict compliance with the State of Michigan laws and rules. Also, since Federal law is not affected by the Act or the General Rules, nothing in this Chapter, or in any companion regulatory provision adopted in any other provision of this Code, is intended to grant, nor shall they be construed as granting, immunity from criminal prosecution under Federal law.

(b) The following standards for Recreational Marihuana Retailers apply:

- (1) The facility shall operate at all times in compliance with the General Rules of the Michigan Department of Community Health, the MRTMA as well as any and all administrative rules or regulations contained or adopted under the authority therein;
- (2) The recreational marihuana retailer shall not be located within one thousand (1,000) feet of a school, as measured from the outermost boundaries of the lot or parcel on which the provisioning center is located to the outermost boundaries of the lot or parcel on which the school is located;
- (3) The recreational marihuana retailer shall not be located within five hundred (500) feet of a lawfully existing recreational marihuana retailer as measured from the outermost boundaries of the lot or parcel on which the proposed recreational marihuana retailer and to the outermost boundaries of the lot or parcel on which the lawfully existing recreational marihuana retailer is located;
- (4) Use of recreational marihuana is prohibited on the premises;
- (5) All activity related to the recreational marihuana retailer shall be done indoors;
- (6) The premises shall be open for inspection upon request by the Building Official, the Fire Department, and law enforcement officials for compliance with all applicable laws and rules, during the stated hours of operation/use and as such other times as anyone is present on the premises.
- (7) Drive-through and walk-up or similar facilities shall be prohibited;
- (8) All recreational marihuana shall be contained within the main building in an enclosed, locked facility in accordance with the General Rules of the

Michigan Department of Community Health, the MMMA, the MMFLA, the MTA, as well as any and all administrative rules or regulations contained or adopted under the authority therein;

- (9) All recreational marihuana retailers must be registered with and licensed by the State Department of Licensing and Regulatory Affairs, as well as be permitted under Chapter 7 of the City Code of Ordinances;
- (10) Growing, cultivation, or processing of recreational marihuana in a recreational marihuana retailer is prohibited

That Section 122-551 be added as follows:

Recreational Marihuana Safety Compliance Facilities

Generally. Nothing in this Chapter, or in any companion regulatory provision adopted in any other provision of this Code, is intended to grant, nor shall they be construed as granting, immunity from criminal prosecution for growing, sale, consumption, use, distribution, or possession of marihuana not in strict compliance with the State of Michigan laws and rules. Also, since Federal law is not affected by the Act or the General Rules, nothing in this Chapter, or in any companion regulatory provision adopted in any other provision of this Code, is intended to grant, nor shall they be construed as granting, immunity from criminal prosecution under Federal law.

The following standards for Recreational Marihuana Safety Compliance Facilities apply:

The facility shall operate at all times in compliance with the General Rules of the Michigan Department of Community Health, the MRTMA as well as any and all administrative rules or regulations contained or adopted under the authority therein;

The site shall not be located within one thousand (1,000) feet of a school, as measured from the outermost boundaries of the lot or parcel on which the recreational marihuana safety compliance facility and to the outermost boundaries of the lot or parcel on which the school is located;

The Recreational Marihuana Safety Compliance facility site shall not be located within five hundred (500) feet of a lawfully existing Recreational Marihuana Safety Compliance facility as measured from the outermost boundaries of the lot or parcel on which the proposed Recreational Marihuana Safety Compliance facility and to the outermost boundaries of the lot or parcel on which the lawfully existing Recreational Marihuana Safety Compliance facility is located;

Use of marihuana is prohibited on the premises unless otherwise noted;

All activity related to the recreational marihuana safety compliance facility shall be done indoors;

The premises shall be open for inspection upon request by the Building Official the Fire Department and law enforcement officials for compliance with all applicable laws and rules, during the stated hours of operation/use and as such other times as anyone is present on the premises.

If the Recreational Marihuana Safety Compliance facility ceases operation for a length of time of sixty (60) days or greater, any Special Use permit shall expire;

All recreational marihuana shall be contained within the main building in an enclosed, locked facility in accordance with the General Rules of the Michigan Department of Community Health, the MRTMA as well as any and all administrative rules or regulations contained or adopted under the authority therein administrative rules or regulations contained or adopted under the authority therein;

#Ordinance No. 1354-Recreational Zoning

That portion of the structure where the storage of any chemicals shall be subject to inspection and approval by the Ypsilanti Fire Department to insure compliance with the Michigan Fire Protection Code;

10. All Recreational Marihuana Safety Compliance facility must be registered with and licensed by the State Department of Licensing and Regulatory Affairs, as well as be permitted under Chapter 7 of the City Code of Ordinances;
11. The dispensing of recreational marihuana shall be prohibited.
12. There shall be no other accessory uses permitted within the same building, other than those clearly necessary for continued operation, such as offices, employee facilities, and storage.

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, 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, 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, City Clerk

Notice Published: _____
First Reading: _____
Second Reading: _____
Published: _____
Effective Date: _____

#Ordinance No. 1354-Recreational Zoning



Resolution No. 2020-004
January 14, 2020

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

That the public hearing to consider an ordinance entitled "Michigan Regulation and Taxation of Marihuana Act Zoning Update" be officially closed.

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
14 day of January 2020

#Resolution No. 2020-004



City of Ypsilanti
Planning & Development Department

December 18, 2019

Staff Review
Adult-Use (Recreational) Marijuana Text Amendments

GENERAL INFORMATION

Applicant: City of Ypsilanti

Action Requested: Recommendation to City Council to approve adult-use (recreational) marijuana text amendments to Chapter 122: Article II, Article IV, and Article V.

SUMMARY

State regulations regarding marijuana facilities have recently arrived with the adoption of the Michigan Regulation and Taxation of Marihuana Act (MRTMA). These regulations allow for adult-use marijuana (also known as "recreational marijuana") establishments to grow, process, and ultimately sell marijuana for users 21 years of age or older. The previous City and State marijuana laws only allowed for *medical* marijuana facilities. The purpose of these proposed text amendments is to provide zoning regulations for recreational marijuana.

BACKGROUND

In 2016, the State of Michigan set the groundwork for the commercialization of marijuana, by passing the Medical Marihuana Facilities Licensing Act (MMFLA). The City of Ypsilanti soon-after followed and adopted local regulations pertaining to commercial medical marijuana facilities. The current "caps" as provided in the ordinance are currently satisfied at seven provisioning centers and three growing facilities.

Furthermore, in fall of 2018, the voters of the State of Michigan approved a ballot initiative (Proposal 1) to legalize adult-use marijuana. Ypsilanti voters supported this ballot measure by over 78%. City Council adopted *Chapter 8 – Adult Use – Recreational Marijuana* in October 2019, showing the intent to provide licenses for the following license types: *marihuana retailer, marihuana safety compliance facility, marihuana secure transporter, marihuana processor, marihuana microbusiness, class A marihuana grower, class B marihuana grower, class C marihuana grower, excess marihuana grower, and designated consumption establishment.*

However, until zoning regulations are adopted pertaining to the zoning districts, use regulations, distance requirements, etc., in which facilities may locate, the City is not yet accepting applications for recreational marijuana developments.

DISCUSSION

This amendment does not repeal the medical marijuana facility zoning regulations. These new provisions are intended to be tailored into the existing zoning ordinance. See the chart below as a guide to which license types are allowed, pertaining to zoning districts and distance requirements.

PROPOSED Adult-Use Marijuana Zoning/Locational Chart		
License/ Facility Type	Zoning District & Use	Distance Requirement*
Recreational Marijuana Retailer	C - Permitted GC - Special	1000 ft. from same type; 500 ft. from other types
Marihuana Microbusiness	C - Special GC - Special PMD - Special	1000 ft. from same type; 500 ft. from other types
Designated Consumption Establishment	GC - Special PMD - Special	1000 ft. from same type; 500 ft. from other types
Recreational Marijuana Growing and/or Processing Facility	GC - Special PMD - Special	500 ft. from same or other types
Marihuana Secure Transporter	GC - Special PMD - Special	500 ft. from same or other types
Marihuana Safety Compliance Facility	HHS - Special PMD - Special	500 ft. from same or other types
Excess Marihuana Grower	PMD - Special	500 ft. from same or other types
NOTES *Distance requirement is distance, lot line to lot line, from marijuana facilities. All marijuana facilities are subject to 1000 ft. distance requirement from schools.		

The City recognizes- through prior laws and implementation of *medical* marijuana facilities- there are concerns about clustering of marijuana facilities. The intent is to continue buffering from marijuana facility to marijuana facility to prevent clustering. Also, the City intends to designate all marijuana uses in their eligible zoning districts as Special Uses with the exception for recreational marihuana retailers in Center districts as a Permitted Use.

STANDARDS FOR AMENDMENTS

§122-362(a)

(a) **Text Amendment.** For a change to the text of the Zoning Ordinance, the Planning Commission shall consider and the City Council may consider, whether the proposed amendment meets the following standards:

(1) The proposed amendment is consistent with the guiding values of the Master Plan; and

Applicable guiding values of the Master Plan include:

- Diversity is our strength: per the decision-making rubric. This maintains and potentially improves the diversity of the mix of businesses in Ypsilanti.
- Ypsilanti is sustainable: this action maintains, and has the potential to create, job opportunities for Ypsilantians.

- Great place to do business, especially green and creative: This action retains and fosters the growth of local businesses.

(2) The rezoning is consistent with description and purpose of the proposed district, and.

The amendment is an update only and does not materially change the existing zoning; it is consistent with existing zoning. No zoning districts will be modified other than the permission of certain uses, where applicable.

(3) The proposed amendment is consistent with the intent of this Zoning Ordinance; and

Per §122-100, the intent of the ordinance is to promote the public health, safety, and welfare.

In particular, to:

- create a safe, diverse, and sustainable city;
- guide the location of places of residence, recreation, industry, trade, service, and other uses of land;
- ensure that uses of the land shall be situated in appropriate locations and relationships;
- limit the inappropriate overcrowding of land and congestion of population and transportation systems and other public facilities;
- facilitate adequate and efficient provision for transportation systems, sewage disposal, water, energy, education, recreation, and other public service and facility needs;”

The amendment is an update only and does not materially change the existing zoning; it is consistent with existing zoning.

(4) The proposed amendment will enhance the functionality, transportation network or character of the future development in the City; and

Staff anticipates that this amendment will enhance functionality of the City.

(5) The proposed amendment will preserve the historic nature of the surrounding area and of the City; and

Staff does not anticipate that this amendment will negatively or positively affect the historic nature of the City.

(6) The proposed amendment will enhance the natural features and environmental sustainability of the City; and

Staff does not anticipate that this amendment will negatively affect the natural features or environmental sustainability of the City.

(7) The proposed amendment will protect the health, safety, and general welfare of the public; or

Staff anticipates that this amendment will indeed do so by bringing the zoning code into closer alignment with state law.

(8) The proposed amendment is needed to correct an error or omission in the original text; or

This amendment does not correct an error.

(9) The proposed amendment will address a community need in physical or economic conditions or development practices; and

Staff does not anticipate that this change will significantly impact a community need in physical or economic conditions. This amendment better aligns with the desires of the City's residents per Proposal 1 of 2018.

- (10) *The proposed amendment will not result in the creation of significant nonconformities in the City.*
The proposed amendment will not result in nonconformities. No businesses were allowed to dispense, grow, or process, recreational marijuana prior to this ordinance.

STAFF RECOMMENDATION

Staff recommends the Planning Commission recommend **approval** of the proposed text amendments to Chapter 122 Articles II, IV, and V, with the following findings:

- (1) The proposed amendment is consistent with the guiding values of the Master Plan;
- (2) The rezoning is consistent with description and purpose of the proposed district;
- (3) The proposed amendment is consistent with the intent of this Zoning Ordinance;
- (4) The proposed amendment will enhance the functionality, transportation network or character of the future development in the City;
- (5) The proposed amendment will preserve the historic nature of the surrounding area and of the City;
- (6) The proposed amendment will enhance the natural features and environmental sustainability of the City;
- (7) The proposed amendment will protect the health, safety, and general welfare of the public;
- (8) The proposed amendment will address a community need in physical or economic conditions or development practices;
- (9) The proposed amendment will not result in the creation of significant nonconformities in the City;
- (10) The proposed amendment is needed to align with recent changes in State law.

Andy Aamodt
City Planner, City of Ypsilanti

c.c. File



January 14, 2020

Exhibit A: Recreational Marijuana Zoning/Locational Chart

Based on Planning Commission's recommended zoning ordinance text amendment.

PROPOSED Recreational Marijuana Zoning/Locational Chart		
License/ Facility Type	Zoning District & Use	Distance Requirement*
<i>Recreational Marijuana Retailer</i>	<i>C - Permitted GC - Special</i>	500 ft. buffer from same type; No buffer from other types
<i>Marihuana Microbusiness</i>	<i>C - Special GC - Special PMD - Special</i>	1000 ft. buffer from same type; 500 ft. buffer from other types
<i>Designated Consumption Establishment</i>	<i>C - Special GC - Special</i>	500 ft. buffer from same type; No buffer from other types
<i>Recreational Marijuana Growing and/or Processing Facility</i>	<i>GC - Special PMD - Special</i>	500 ft. buffer from same or other types**
<i>Marihuana Secure Transporter</i>	<i>GC - Special PMD - Special</i>	500 ft. buffer from same type; No buffer from other types
<i>Marihuana Safety Compliance Facility</i>	<i>HHS - Special PMD - Special</i>	500 ft. buffer from same type; No buffer from other types
<i>Excess Marihuana Grower</i>	<i>PMD - Special</i>	No buffer from other types***
NOTES *Distance requirement is distance, lot line to lot line, from marijuana facilities. All marijuana facilities are subject to 1000 ft. distance requirement from schools. **For growing and/or processing facility types, buffering from other types is waived in PMD zoning districts. ***Excess marihuana growers are capped at one (1) per <i>Chapter 8</i> . Chart is based on Planning Commission's Draft Text Amendment, as recommended to City Council for approval at Planning Commission's December 18, 2019 meeting.		

Andy Aamodt
City Planner, City of Ypsilanti

c.c. File

ACTION MINUTES
Planning Commission
Wednesday, 18 December 2019 – 7:00 P.M.
City Hall – Council Chambers, 1 S Huron St
Ypsilanti, MI 48197

I. Call to Order

II. Roll Call

Matt Dunwoodie, Chair	P
Jared Talaga, Vice-Chair	A
Mike Davis, Jr	P
Jessica Donnelly	P
Phil Hollifield	P
Heidi Jugenitz	P
Michael Simmons	A

Staff Present: Andy Aamodt- City Planner, Scott Slagor- Preservation Planner, Elize Jekabson- Acting Secretary, Joe Meyers- Economic Development Director

III. Approval of Minutes

- November 20, 2019
Typing error. Votes in minutes do not reflect the amount of commissioner's present. All 5's need to be changed to 4's.
Motion to approve as amended
Offered By: Commissioner Davis Jr.; Seconded By: Commissioner Donnelly
Approved: Yes – 5; No – 0; Absent – 2 (Talaga, Simmons)

IV. Audience Participation

Open for general public comment to Planning Commission on items for which a public hearing is not scheduled. Please limit to five minutes.

Motion to open Audience Participation:

Offered By: Commissioner Davis Jr.; Seconded By: Commissioner Donnelly
Approved: Yes – 5; No – 0; Absent – 2 (Talaga, Simmons)

Seeing none, Motion to close Audience Participation

Offered By: Commissioner Donnelly; Seconded By: Commissioner Hollifield
Approved: Yes – 5; No – 0; Absent – 2 (Talaga, Simmons)

V. Presentations and Public Hearing Items

- Adult-Use (Recreational) Marijuana Ordinance
Zoning Ordinance Text Amendment
Staff presentation included a power point outlining language terms relating to marijuana licenses, purpose of this meeting, current buffers and zoning regulations.
Motion to open Public Comment:

**Offered By: Commissioner Davis Jr.; Seconded By: Commissioner Jugenitz
Approved: Yes – 5; No – 0; Absent – 2 (Talaga, Simmons)**

- *Jeff Ciphor 33-35 E. Cross St.* – Has been running a dispensary for ten years, and it's been hard to get to this point. Would like to see no buffers between provisioning and consumption facilities, so a shop like his could utilize the upstairs as a safe space to consume. This would be a win-win for everybody. He would like to see this whole process a little bit easier and expedient.
- *Jeff Guyton 18 S. Normal St.* - 1000-foot buffers limit options for people to get into the industry, are minorities, live in Ypsilanti and believe in the industry. Buffers limit suitable areas for this type of business.
- *Darryl Stavos 19 N. Hamilton-* Consumption lounges do not make money. The only reason for them is for people in rental homes to find a safe location to use their medicine. 1000-foot buffers would limit any consumption facilities in walkable areas of the city where they would make the most sense. Because we've slowed this process down this much, a lot of revenue is being sent to Ann Arbor. First week of sales was \$1.2 million. If you limit the businesses that come in here, it limits the money coming to Ypsilanti.
- *Laura Kopp- 1807 Roosevelt* – Wanted clarification of item 4, designated consumption site, it says consumption is prohibited at a consumption site, which looks to be a typo. She spoke to this commission when Sticky Ypsi came to the planning commission for a special use because she thinks they could be a good neighbor, but she is more in favor for buffering as a way to balance the need with learning the process. Council meeting last night had a lot of confusion. She wonders why consumption sites within PMD zones as these don't seem like zones people should be consuming.
- *Rebecca Mackie- Precinct Delegate from Ypsilanti Precinct 19-* She is interested in opening a café that is attached to a designated consumption facility. She has been a medical patient for years, and was in a car accident as a child. Many people in her situation end up stuck at home and don't have community and can socialize together. This a very important thing for the healing process and would be valuable for the quality of life for Ypsilanti residents. Would like more information about social equity programs.
- *Peter Church- 1815 Witmire-* Asked commission to raise their hand if they want a provisioning center next to their house. *The commission declined to participate.* This commission approved a medical marijuana facility that could turn into a recreation facility right next to a residential house. Why are there not exclusions for a residential area? What is the logic for that? How do we arrive at 1000-foot buffers being safe for schools? There is a 57% graduating rate at Ypsi High, he thinks there should be bigger buffers from schools.
- *Annie Sommerville Ward 3-* Reminded the commission that City Council opted in with designated smoking sites, and voted against removing it from the opt-in later by 5-2. "Use of recreational marijuana in a designated consumption establishment" should be amended out. "No designated consumption establishment shall be located within a building that is commercial or residential". That diminishes the possibility for designated consumption facilities and should be amended out. There shouldn't be a buffer between different use types. All things that are getting handled at the state level we should not be making more complicated at the city level. Suggested considering the hurdles with special uses and buffers that are not

required for liquor stores or bars. Revenue sharing depend on the buffers the City sets. Buffering will leave a lot of people out. There is no reason why a transport facility shouldn't be next to a safety compliance facility etc.

- *Will Boxberger*- Would you be equally worried if a CVS opened in your neighborhood? They sell drugs and alcohol. Him and his partner want to start a business but cannot find a place to open. He encourages the commission to rethink buffers,

Motion to close Public Comment:

- **Offered By: Commissioner Donnelly; Seconded By: Commissioner Hollifield**
- **Approved: Yes – 5; No – 0; Absent – 2 (Talaga, Simmons)**

Commissioner Dunwoodie addressed questions and concerns brought up in the public hearing.

The commission worked through the all the license types and decided on buffers for each one as shown below.

PROPOSED Recreational Marijuana Zoning/Locational Chart		
License/ Facility Type	Zoning District & Use	Distance Requirement*
<i>Recreational Marihuana Retailer</i>	C - Permitted GC - Special	500 ft. buffer from same type; No buffer from other types
<i>Marihuana Microbusiness</i>	C - Special GC - Special PMD - Special	1000 ft. buffer from same type; 500 ft. buffer from other types
<i>Designated Consumption Establishment</i>	C - Special GC - Special	500 ft. buffer from same type; No buffer from other types
<i>Recreational Marihuana Growing and/or Processing Facility</i>	GC - Special PMD - Special	500 ft. buffer from same or other types**
<i>Marihuana Secure Transporter</i>	GC - Special PMD - Special	500 ft. buffer from same type; No buffer from other types
<i>Marihuana Safety Compliance Facility</i>	HHS - Special PMD - Special	500 ft. buffer from same type; No buffer from other types
<i>Excess Marihuana Grower</i>	PMD - Special	No buffer from other types***

Motion for **approval** of the proposed text amendments to Chapter 122 Articles II, IV, and V, with the following findings:

- (1) The proposed amendment is consistent with the guiding values of the Master Plan;
- (2) The rezoning is consistent with description and purpose of the proposed district;
- (3) The proposed amendment is consistent with the intent of this Zoning Ordinance;
- (4) The proposed amendment will enhance the functionality, transportation network or character of the future development in the City;
- (5) The proposed amendment will preserve the historic nature of the surrounding area and of the City;
- (6) The proposed amendment will enhance the natural features and environmental sustainability of the City;
- (7) The proposed amendment will protect the health, safety, and general welfare of the public;
- (8) The proposed amendment will address a community need in physical or economic conditions or development practices;
- (9) The proposed amendment will not result in the creation of significant nonconformities in the City;
- (10) The proposed amendment is needed to align with recent changes in State law.

**Offered By: Commissioner Jugenitz; Seconded By: Commissioner Hollifield
Approved: Yes – 5; No – 0; Absent – 2 (Talaga, Simmons)**

VI. Old Business n/a

VII. New Business

- Annual Report
Staff presented the annual report.

Motion to adopt the Annual Report for transmittal

**Offered By: Commissioner Jugenitz; Seconded By: Commissioner Hollifield
Approved: Yes – 5; No – 0; Absent – 2 (Talaga, Simmons)**

VIII. Future Business Discussion / Updates
n/a

IX. Committee Reports

- Non-motorized Committee Report
Commissioner Davis Jr. updated the commission about the meeting. They discussed the road diet on West Cross, cross walk ordinances, and curb cuts.
- Master Plan: Housing Affordability and Access Committee report
Commissioner Jugenitz is optimistic that they will finish drafting the final report by January. Will want to schedule a time to present to planning commission.

X. Adjournment

Motion to adjourn.

**Offered By: Commissioner Hollifield; Seconded By: Commissioner Donnelly
Approved: Yes – 5; No – 0; Absent – 2 (Talaga, Simmons)**



REQUEST FOR LEGISLATION

TO: Mayor and City Council
FROM: Courtney Dugger
DATE: January 14, 2020
SUBJECT: City of Ypsilanti 2020 Poverty Guidelines

DESCRIPTION:

City of Ypsilanti 2020 Poverty Guidelines

SUMMARY:

Michigan Compiled Laws 211.7u requires local units to adopt a policy, including an asset test, to be used by the Board of Review to approve or deny poverty exemptions.

I am respectfully requesting that the City Council approve the attached "Resolution for City of Ypsilanti Poverty Exemption for 2020".

I have also attached State Tax Commission Bulletin 14 of 2019 which provides the federal poverty guidelines for use in setting poverty exemption guidelines for 2020 assessments.

The changes for the 2020 application are as follows:

Updating the State Tax Commission Bulletin number and year for use in a 2020 request.

Updating the federal poverty guidelines for us in setting poverty exemption guidelines as outlined in bulletin 14 of 2019.

If you should have any questions, please feel free to contact me.

Thank you.

RECOMMENDED ACTION: Approved

ATTACHMENTS: Poverty Application, State Tax Commission Bulletin 14

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: _____

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____



Resolution No. 2019-005
January 14, 2020

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, the adoption of guidelines for poverty exemptions is required of the City Council; and

WHEREAS, the principal residence of persons, who the Assessor and Board of Review determines by reason of poverty to be unable to contribute to the public charge, is eligible for exemption in whole or in part from taxation under Public Act 390 of 1994 (MCL 211.7u); and

WHEREAS, pursuant to PA 390 of 1994, the City of Ypsilanti, Washtenaw County adopts the following guidelines for the Board of Review to implement. The guidelines shall include but not be limited to the specific income and asset levels of the claimant and all persons residing in the household, including any property tax credit returns, filed in the current or immediately preceding year;

To be eligible under this section, a person shall do all of the following on an annual basis":

- Be an owner of and occupy as a principal residence the property for which an exemption is requested.
- P.A. 390 of 1994 requires that *all persons residing in the household* must submit copies of the following signed documents:

City of Ypsilanti Poverty Exemption Application

Federal Income Tax Returns

State Income Tax Returns

Homestead Property Tax Credit Claim Form (MI-I040CR)

Also include copies of ALL supporting documentation (i.e. W-2 forms, 1099's, schedules, etc.). The Board of Review shall consider income from all sources and from all occupants of the homestead when determining whether an applicant meets poverty exemption requirements as adopted by the City Council.

A Poverty Exemption Affidavit (Department of Treasury Form 4988) must be filed for all persons residing in the residence who were not required to file federal or state income tax returns in the current year or in the immediately preceding year.

- The combined assets of all person residing the household (minus the value of the principal residence) **MUST NOT** exceed \$20,000. Assets include but are not limited to: real estate other than the principal residence, personal property, motor vehicles, recreational vehicles and equipment, certificates of

#Resolution No. 2019-005

deposit, savings accounts, checking accounts, stocks, bonds, life insurance, retirement funds, etc.

- Produce a valid driver's license or other form of identification if requested.
- Produce, if requested, a deed, land contract, or other evidence of ownership of the property for which an exemption is requested.
- Meet the federal poverty income guidelines as defined and determined annually by the United States Department of Health and Human Services.
- The following are the 2020 federal poverty income guidelines with are updated annually by the United States Department of Health and Human Services. The annual income includes income for all person

residing in the household. The total household income *must be less than or equal to* the guidelines below in order to be considered for this type of exemption.

Family of 1.....	12,490
Family of 2.....	\$ 16,910
Family of 3.....	\$ 21,330
Family of 4.....	\$ 25,750
Family of 5.....	\$ 30,170
Family of 6.....	34,590
Family of 7.....	\$ 39,010
Family of 8.....	43,430
For each add 'I person	...\$ 4,420

- The applicant(s) MAY NOT have ownership interest in any other real estate other than the homestead property.
- If home has been purchased within the previous 2 years, all closing documentation must be included.

The City of Ypsilanti allows for partial poverty exemptions to be granted. A partial poverty exemption is an exemption of a percentage of the taxable value of the principal residence rather than the entire taxable value. The formula for calculating partial exemptions is as follows: in cases where household income of a property as herein defined exceeds \$10,000 but meets the federal standard, the assessment shall be adjusted so the out-of-pocket property tax, as best estimated based on the previous year's millage rate and after deducting state property tax refunds, equals no more than five percent (5%) of the household income.

It should be recognized that the poverty exemption reduction is a form of *temporary assistance* for those who are undergoing a difficult financial time. Any relief granted is for the current year only.

#Resolution No. 2019-005

The Board of Review may reject any application where the information contained in it appears fraudulent, misleading, inaccurate, or incomplete. Failure to complete all sections of the application and/or failure to submit signed copies of all tax forms or other required documentation will result in the poverty exemption application being denied. The board of review must have complete, accurate data in order to review this appeal.

In certain instances, the Board of Review may consider extenuating circumstances as a basis of a poverty exemption where the total household income exceeds the established income guidelines.

Due Dates:The application for exemption shall be filed after January 1, but one day prior to the last day of the December Board of Review during the year in which the exemption is requested. The filing of this claim constitutes an appearance before the Board of Review for the purpose of preserving the right of appeal to the Michigan Tax Tribunal.

The City of Ypsilanti Poverty Exemption Guidelines and Application will be updated annually with the current year Poverty Income Guidelines as established by the United States Department of Health and Human Services without further resolutions. If alternative guidelines are adopted by this governing body a new resolution will be required.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Board of Review shall follow the above stated policy and federal guidelines in granting or denying an exemption, unless the Board of Review determines that there are substantial and compelling reasons why there should be deviation from the policy and federal guidelines and these reasons are communicated in writing to the claimant.

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 14 day of January 2020

#Resolution No. 2019-005

GUIDELINES AND INSTRUCTIONS FOR POVERTY EXEMPTION - 2020

General Information and Instructions for Applying for Poverty Exemption

If granted an exemption, it is for the current year only. If your situation warrants an exemption in years following, a new application must be submitted for review. The Low/Limited Income exemption is meant to be a temporary form of assistance.

Per, MCL 211.7u(3), the application for consideration must be received by the Assessor's Office at least one day prior to the last session of the Board of Review. Board of Review dates are posted annually and may also be found at www.cityofypsilanti.com or by calling (734)483-7117. By resolution by the Ypsilanti City Council, application can be made by mail.

The application must be filled out in its entirety and all requested documentation must be attached. If an area does not apply to the applicant, "N/A" must be used. If the application is not complete or requested documentation is not included, the Board of Review will deny the exemption. All pages included with this application must be returned when the application is submitted for review.

MCL 211.7u(5) allows the Board of Review to deviate from the established guidelines if there are "substantial and compelling" reasons. It is required that all substantial and compelling reasons be documented.

Per MCL 211.7u(6), a person who files a claim for Poverty exemption IS NOT prohibited from also appealing the assessment on the property to the Board of Review in the same year.

If the applicant qualifies for Poverty Exemption, the Board of Review may grant a complete exemption from property taxes, a partial reduction in property taxes, or no reduction as set forth in these guidelines. Approval of the application does not automatically warrant a complete exemption from property taxes. The formula for calculating partial exemptions is as follows: In cases where household income of a property as herein defined exceeds \$10,000, but meets the federal standard, the assessment shall be adjusted so the out-of-pocket property tax, as best estimated based on the previous year's millage rate and after deducting the applicable state property tax refund, equals not more than ten percent (10%) of the household income. In cases where the household income meets the federal standard but is less than \$10,000, the assessment shall be adjusted so the out-of-pocket property tax, as best estimated based on the previous year's millage rate and after deducting applicable state property tax refunds, equals not more than five percent (5%) of the household income.

Required Documentation to be Attached to Poverty Exemption Application

Federal and State income tax returns for all persons residing in the household must be included with the application. The Homestead Property Tax Credit Claim Form (MI-1040CR) must also be included. The tax returns may be from the current or preceding tax year. If any person in the household is not required to file federal or state tax returns, the included affidavit must be completed by each person that does not file taxes.

The most recent statement for all bank accounts, investments, IRAs, CDs, 401Ks, money market, annuities, etc. The statement submitted must be complete with no missing pages and submitted for all persons residing in the home.

Proof of income/assets from the Social Security Administration, Veterans Administration, Medicare, Medicaid, Bridge Card, and any College/University scholarships for all persons residing in the home.

The most recent mortgage statement of the primary residence under review, including any reverse mortgages.

If applicant is requesting the Board of Review to deviate from the established income and asset guidelines, substantial and compelling documentation must be provided. These can include, but are not limited to, medical documentation stating a disability and the degree of disability, medical bills the applicant is responsible for and other documentation to support a deviation.

If primary residence being sought for exemption was purchased within the past two years of this application, homeowner's closing statements must be submitted with application.

Common Reasons for Denial of Poverty Exemption Application

Below are common reasons (but not an exhaustive list) of why a claim for Poverty Exemption is denied:

- Failure to fill out all areas of the application, including "N/A" in areas not applicable to the applicant or signing the application.
- Failure to include State and Federal Income taxes or Michigan 1040CR for current or one preceding year for all persons residing in the home. *Please note that the State of Michigan 1040 CR is required to be filed with this application. It can still be filed with the State of Michigan even if the applicant does not file income taxes.*
- Failure to include complete banking/investment account and mortgage statements for all persons residing in the home. All pages must be submitted.
- Failure to document "substantial and compelling" reason why Poverty Exemption should be granted if applicant is over income/asset guidelines.

If you are not satisfied with the determination of the Board of Review on the application, you may further your appeal to the Michigan Tax Tribunal (MIT) by contacting them at (517) 335-9760. Appeals must be made by July 31 for applications submitted to the March Board of Review, and within 30 days of the Board of Review's decision on applications submitted to the July and December Board.

Poverty Exemptions are governed under Michigan Compiled Law (MCL) 211.7u which states the following:

(1) The principal residence of persons who, in the judgment of the supervisor and board of review, by reason of poverty, are unable to contribute toward the public charges is eligible for exemption in whole or in part from taxation under this act. This section does not apply to the property of a corporation.

(2) To be eligible for exemption under this section, a person shall do all of the following on an annual basis:

(a) Be an owner of and occupy as a principal residence the property for which an exemption is requested.

(b) File a claim with the supervisor or board of review on a form provided by the local assessing unit, accompanied by federal and state income tax returns for all persons residing in the principal residence, including any property tax credit returns, filed in the immediately preceding year or in the current year. Federal and state income tax returns are not required for a person residing in the principal residence if that person was not required to file a federal or state income tax return in the tax year in which the exemption under this section is claimed or in the immediately preceding tax year. If a person was not required to file a federal or state income tax return in the tax year in which the exemption under this section is claimed or in the immediately preceding tax year, an affidavit in a form prescribed by the state tax commission may be accepted in place of the federal or state income tax return. The filing of a claim under this subsection constitutes an appearance before the board of review for the purpose of preserving the claimant's right to appeal the decision of the board of review regarding the claim.

(c) Produce a valid driver's license, State ID, Washtenaw County ID or other form of identification if requested by the

(d) Produce a deed, land contract, or other evidence of ownership of the property for which an exemption is requested if required by the supervisor or board of review.

(e) Meet the federal poverty guidelines updated annually in the federal register by the United States department of health and human services under authority of section 673 of subtitle B of title VI of the omnibus budget reconciliation act of 1981, Public Law 97-35, 42 USC 9902, or alternative guidelines adopted by the governing body of the local assessing unit provided the alternative guidelines do not provide income eligibility requirements less than the federal guidelines.

(3) The application for an exemption under this section shall be filed after January 1 but before the day prior to the last day of the board of review.

(4) The governing body of the local assessing unit shall determine and make available to the public the policy and guidelines the local assessing unit uses for the granting of exemptions under this section. The guidelines shall include but not be limited to the specific income and asset levels of the claimant and total household income and assets.

(5) The board of review shall follow the policy and guidelines of the local assessing unit in granting or denying an exemption under this section unless the board of review determines there are substantial and compelling reasons why there should be a deviation from the policy and guidelines and the substantial and compelling reasons are communicated in writing to the claimant.

(6) A person who files a claim under this section is not prohibited from also appealing the assessment on the property for which that claim is made before the board of review in the same year.

(7) As used in this section, "principal residence" means principal residence or qualified agricultural property as those terms are defined in section 7dd.

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CITY OF YPSILANTI INSTRUCTIONS AND GUIDELINES FOR POVERTY EXEMPTION - 2020

INCOME GUIDELINES FOR POVERTY EXEMPTION *

** Per Michigan State Tax Commission Bulletin number 14 of 2019, "Changes for 2020"; October 14, 2019*

Number in Family	Income
1 member	\$ 12,490
2 members	\$ 16,910
3 members	\$ 21,330
4 members	\$ 25,750
5 members	\$ 30,170
6 members	\$ 34,590
7 members	\$ 39,010
8 members	\$ 43,430
For each additional person	\$ 4,420

According to the US Census Bureau, "income" includes:

- Money, wages, and salaries before any deductions
- Net receipts from non-farm self-employment. (These are receipts from a person's own business, professional enterprise, or partnership, after deductions for business expenses.)
- Net receipts from farm self-employment. (The same provisions as above for self-employment.)
- Regular payments from social security, railroad retirement, unemployment, worker's compensation, veteran's payments and public assistance.
- Alimony, child support, and military family allotments.
- Private pensions, governmental pensions, and regular insurance or annuity payments.
- College or university scholarships, grants, fellowships, and assistantships.
- Dividends, interest, net rental income, net royalties, periodic receipts from estates or trusts, and net gambling or lottery winnings.

ASSET LEVEL GUIDELINES FOR POVERTY EXEMPTION

The Asset Level does not include the primary residence for which exemption is being sought. It does include, but is not limited to:

- A second home, additional land not associated with the primary residence, or other buildings other than the primary residence being sought for exemption.
- Vehicles and other recreational vehicles such as motor homes, campers, ATVs, boats, and motorcycles.
- Jewelry, antiques, artwork, equipment, and other personal property of value.
- Bank accounts, stocks, bonds, and investments. This also includes the money received from the sale of stocks, bonds, investments, cars, and houses unless a person is in the specific business of selling such property.
- Withdrawals of bank accounts and borrowed money.
- Gifts, loans, lump-sum inheritances, and one-time insurance payments.
- Food or housing received in lieu of wages and the value of food and fuel produced and consumed on farms.
- Federal non-cash benefits programs such as Medicare, Medicaid, food stamps, and school lunches.

The total interest income in all accounts (checking, savings, CDs, IRAs, 401Ks, money market, annuities, etc.) CANNOT exceed \$1,500 in the prior calendar year.

The applicant shall not have ownership interest in any real estate other than the primary residence being considered for exemption.

The maximum amount in banking/investment accounts is \$10,000 per each person residing in the household with a maximum of \$20,000 for the total household.

Maximum total allowed assets, including amounts in banking/investment accounts may not exceed \$25,000 for the entire household. See above for what is considered an asset.

CITY OF YPSILANTI INSTRUCTIONS AND GUIDELINES FOR POVERTY EXEMPTION - 2020

Parcel Number: _____

APPLICATION FOR LOW/LIMITED INCOME APPEALS - 2020

Name of Applicant: _____ Age: _____

Property Address: _____

Phone Number: _____

Date home was acquired: _____ *If purchased within previous 2 years of application, closing documentation is required.*

Is there a mortgage, land contract, or reverse mortgage on this home? _____ No _____ Yes

If you answered, "yes", please list the monthly payment (excluding taxes and insurance) and include current statement.

Monthly Payment: \$ _____ Number of payments remaining: _____

If you answered, "no" and home was purchased within the previous 5 years of application, please explain how home was financed/paid off.

LIST ALL OCCUPANTS OF HOUSEHOLD	AGE	EMPLOYED?	ANNUAL INCOME	FILED INCOME TAX?*
1. _____	_____	_____	_____	_____
0. _____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____
1. _____	_____	_____	_____	_____
3. _____	_____	_____	_____	_____

If more than 5 additional occupants in household, please list on a separate sheet of paper.

* All household occupants must be claimed as a dependent on someone's income tax or file their own tax returns. If not, form 4988 (included with this application) must be completed and signed by occupant.

Are you over the income and asset guidelines but wish to have the Board of Review deviate from the guidelines for other reasons?

No

If you answered "yes" to the above question, please explain why the Board of Review should deviate from the established guidelines. Remember that documentation must be submitted to support your claim.

CITY OF YPSILANTI INSTRUCTIONS AND GUIDELINES FOR POVERTY EXEMPTION - 2020

INCLUDE ALL FORMS OF INCOME RECEIVED FOR ALL RESIDING IN HOUSEHOLD WITHIN THE PAST 12 MONTHS.

Remember Income includes: Money, wages, and salaries before [deductions](#). [Net](#) receipts from all self employment. Regular payments from Social Security, railroad retirement, unemployment, worker's compensation, veteran's payments, and public assistance. Alimony, child support, and military family allotments. Private pensions, government pensions, and regular insurance or annuity payments. College or university scholarships, grants, fellowships, and assistantships. Dividends, interest, net rental income, net royalties, periodic receipts from estates or trusts, and net gambling or lottery winnings.

Attached additional sheets if necessary

Money, wages, and salaries before any deductions:

Who receives?

Who receives?

Who receives?

Who receives?

Who receives?

Who receives?

Unemployment or Worker's Compensation:

Who receives?

Who receives?

Who receives?

Who receives?

Who receives?

Who receives?

Social Security, Railroad Retirement, Veteran's Payments, Military Family Allotment, or Public Assistance:

Who receives?

Who receives?

Who receives?

Who receives?

Who receives?

Who receives?

Alimony or Child Support:

*Gambling or
lottery winnings:*

Who receives?

Who receives?

Who receives?

Who receives?

Who receives?

Who receives?

Who receives?

Who receives?

Who receives?

Who receives?

Who receives?

Who receives?

Net receipts from self employment:

Who receives?

Who receives?

Who receives?

Who receives?

Who receives?

Who receives?

CITY OF YPSILANTI INSTRUCTIONS AND GUIDELINES FOR POVERTY EXEMPTION - 2020

Income, Continued

Private or government pension, regular insurance or annuity payments, dividends, interest, net rental income, net royalties, periodic receipts from estates or trusts:

\$ _____	Who receives? _____	\$ _____	Who receives? _____
\$ _____	Who receives? _____	\$ _____	Who receives? _____
\$ _____	Who receives? _____	\$ _____	Who receives? _____

College or University scholarships, grants, fellowships, and assistant ships:

\$ _____	Who receives? _____	\$ _____	Who receives? _____
\$ _____	Who receives? _____	\$ _____	Who receives? _____
\$ _____	Who receives? _____	\$ _____	Who receives? _____

INCLUDE ALL FORMS OF ASSETS FOR ALL RESIDING IN HOUSEHOLD WITHIN THE PAST 12 MONTHS

Remember Assets includes: A second home, additional land not associated with the primary residence, or other buildings other than the primary residence being sought for exemption. Vehicles and other recreational vehicles such as motor homes, campers, ATVs, boats, and motorcycles. Jewelry, antiques, artwork, equipment, and other personal property of value. Bank accounts, stocks, bonds, and investments. This also includes the money received from the sale of stocks, bonds, investments, cars, and houses unless a person is in the specific business of selling such property. Withdrawals of bank accounts and borrowed money. Gifts, loans, lump-sum inheritances, and one-time insurance payments. Food or housing received in lieu of wages and the value of food and fuel produced and consumed on farms. Federal non-cash benefits programs such as Medicare, Medicaid, food stamps, and school lunches.

Attached additional sheets if necessary

Additional Home, Land, Building, or Property Owned

Address _____	Address _____
Who owns? _____	Who owns? _____

Vehicles, including other recreational vehicles as described above

Make and Model _____	Make and Model _____
Year _____	Year _____
Who owns? _____	Who owns? _____
Approx. Value: \$ _____ Monthly Payment: \$ _____	Approx. Value: \$ _____ Monthly Payment: \$ _____
Make and Model _____	Make and Model _____
Year _____	Year _____
Who owns? _____	Who owns? _____
Approx. Value: \$ _____ Monthly Payment: \$ _____	Approx. Value: \$ _____ Monthly Payment: \$ _____

CITY OF YPSILANTI INSTRUCTIONS AND GUIDELINES FOR POVERTY EXEMPTION - 2020

Assets, Continued

Bank accounts, stocks, bonds, and investments (including money received from the sale of these things) Remember to include proof of value.

Type of Account _____
 Who owns? _____
 Total Value: \$ _____

Type of Account _____
 Who owns? _____
 Total Value: \$ _____

Type of Account _____
 Who owns? _____
 Total Value: \$ _____

Type of Account _____
 Who owns? _____
 Total Value: \$ _____

Gifts, loans, lump-sum inheritances, and one-time insurance payments

Explain _____

 To who paid? _____
 Total Value: \$ _____

Explain _____

 To who paid? _____
 Total Value: \$ _____

Explain _____

 To who paid? _____
 Total Value: \$ _____

Explain _____

 To who paid? _____
 Total Value: \$ _____

Federal non-cash benefits programs such as Medicare, Medicaid, food stamps, and school lunches

Explain _____

 To who paid? _____
 Annual Value: \$ _____

Explain _____

 To who paid? _____
 Annual Value: \$ _____

Explain _____

 To who paid? _____
 Annual Value: \$ _____

Explain _____

 To who paid? _____
 Annual Value: \$ _____

Withdrawals from bank accounts, stocks, or borrowed money

Type of Account _____
 To who paid? _____
 Total Value: \$ _____

Type of Account _____
 To who paid? _____
 Total Value: \$ _____

CITY OF YPSILANTI INSTRUCTIONS AND GUIDELINES FOR POVERTY EXEMPTION - 2020

Assets, Continued

Jewelry, antiques, artwork, equipment, and other personal property of value

Explain _____ _____ Who owns? _____ Approx. Value: \$ _____ Explain _____ _____ Who owns? _____ Approx. Value: \$ _____	Explain _____ _____ Who owns? _____ Approx. Value: \$ _____ Explain _____ _____ Who owns? _____ Approx. Value: \$ _____
---	---

Food or housing in lieu of wages (including in home care workers/aids)

Explain _____ _____ To who paid? _____ Value: \$ _____	Explain _____ _____ To who paid? _____ Value: \$ _____
--	--

I certify that all statements made in this petition are true and correct. I also understand that failure to provide all requested documentation will result in a denial of my appeal. I further understand that if any information is found to be false or incomplete, any relief granted will be forfeited and placed back on the assessment roll with penalties and interest in accordance with Section 211.119 of Michigan Compiled Laws.

Signature of Owner(s): _____

Date: _____

For Office Use Only - Do Not Write Below This Line

Staff - Initial next to all requirements as it relates to the application/applicant.

Does the applicant appear as taxpayer of record of property in question?	Yes _____	No _____
If not, has documentation proving ownership been provided?	Yes _____	No _____
Are all areas on the application complete with either an answer or "N/A"?	Yes _____	No _____
Are all pages of the guidelines/application included with the applicants submission?	Yes _____	No _____
Does the applicant reside at the property in question?	Yes _____	No _____
Are copies of the Federal and State income tax returns and the MI-1040 CR for the current of preceding year attached for all persons residing in the household?	Yes _____	No _____
If not, is the affidavit stating the person is not required to file income taxes completed?	Yes _____	No _____
If home was purchased within in past 2 years of date of this application, is closing statements provided?	Yes _____	No _____
Is a copy of the most current mortgage statement, including a reverse mortgage if applicable, attached?	Yes _____	No _____
Are copies of the most recent bank/investment statements for all residing in the household attached with all pages included?	Yes _____	No _____
If applying for medical reasons/deviation from the guidelines, is documentation attached?	Yes _____	No _____
<i>Approved by City Council Resolution on</i> _____		

CITY OF YPSILANTI INSTRUCTIONS AND GUIDELINES FOR POVERTY EXEMPTION - 2020

4988 (05-12)

Poverty Exemption Affidavit

This form is issued under authority of Public Act 206 of 1893; MCL 211.7u.

INSTRUCTIONS: When completed, this document must accompany a taxpayers Application for Poverty Exemption filed with the supervisor of the board of review of the local unit where the property is located. MCL 211.7u provides for a whole or partial property tax exemption on the principal residence of an owner of the property by reason of poverty and the inability to contribute toward the public charges. MCL 211.7u(2)(b) requires proof of eligibility for the exemption be provided to the board of review by supplying copies of federal and state income tax returns for all persons residing in the principal residence, including property tax credit returns, or by filing an affidavit for all persons residing in the residence who were not required to file federal or state income tax returns for the current or preceding tax year.

_____ swear and affirm by my signature below that I reside in the principal residence that is the subject of this Application for Poverty Exemption and that for the current year and the preceding tax year, I was not required to file a federal or state income tax return.

Address of Principal Residence: _____

Signature of Person Making Affidavit

Date

For Office Only

CITY OF YPSILANTI INSTRUCTIONS AND GUIDELINES FOR POVERTY EXEMPTION - 2020

Parcel Number: _____

Year: _____

Property Address: _____

Age: _____

Applicant's Name: _____

Taxable Value on Roll \$ _____

Is applicant over income/asset guidelines and asking for consideration from the Board of Review to deviate from the guidelines?

Yes

No

If no, complete the following:

Poverty Exemption Worksheet

a. Total Household Income from Information Provided

Multiply line a (income) by 10% if income is greater

than \$10,000 or 5% if less than \$10,000.

b. Age 65 or

If yes, and applicant does NOT supply MI 1040CR use chart at right to determine credit. If no, and applicant does NOT supply

MI 1040CR multiple line b by 60%

Refund Amount from MI 1040CR if supplied

Total Tax Obligation (add lines b, c, d)

2019 PRE Millage Rates

City of Ypsilanti

0.0692485

Appropriate Millage Rate

MI:1040CR TABLE A — SENIOR CREDIT REDUCTION	
Total Household Resources	Percentage
\$0 - \$21,000	100% (0.06)
\$21,001 - \$22,000	96% (0.90)
\$22,001 - \$23,000	92% (0.92)
\$23,001 - \$24,000	88% (0.88)
\$24,001 - \$25,000	84% (0.84)
\$25,001 - \$26,000	80% (0.80)
\$26,001 - \$27,000	76% (0.78)
\$27,001 - \$28,000	72% (0.72)
\$28,001 - \$29,000	68% (0.68)
\$29,001 - \$30,000	64% (0.64)
\$30,001 - above	60% (0.60)

a. Poverty Taxable Value (divide line e by line f)

_____ Appeal Denied

_____ Reduction Granted

1. Does not qualify based on guidelines
2. Application not complete, missing information
3. Did not furnish proper documentation
4. Other: _____

Taxable Value

As on Roll \$ _____

Revised \$ _____

Initials of Board Members:

Date:

For Board of Review Use Only - Do Not Write Below This Line

If you are not satisfied with the determination of the Board of Review on the application, you may further your appeal to the Michigan Tax Tribunal (MTT) by contacting them at (517) 335-9760. Appeals must be made by July 31 for applications submitted to the March Board of Review, and within 30 days of the Board of Review's decision on applications submitted to the July and



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF TREASURY
LANSING

RACHAEL EUBANKS
STATE TREASURER

**Bulletin 14 of 2019
October 14, 2019
Procedural Changes for 2020**

TO: Assessing Officers and County Equalization Directors

FROM: State Tax Commission

SUBJECT: Procedural Changes for the 2020 Assessment Year

The purpose of this Bulletin is to provide information on statutory changes, procedural changes and reminders for the 2020 assessment year.

A. Inflation Rate Used in the 2020 Capped Value Formula

The inflation rate, expressed as a multiplier, to be used in the 2020 Capped Value Formula is 1.019.

The 2020 Capped Value Formula is as follows:

2020 CAPPED VALUE = (2019 Taxable Value — LOSSES) X 1.019 + ADDITIONS

The formula above does not include 1.05 because the inflation rate multiplier of 1.019 is lower than 1.05.

B. Federal Poverty Guidelines Used in the Determination of Poverty Exemptions for 2020

MCL 211.7u, which deals with poverty exemptions, was significantly altered by PA 390 of 1994 and was further amended by PA 620 of 2002.

Local governing bodies are required to adopt guidelines that set income levels for their poverty exemption guidelines and those income levels **shall not be set lower** by a city or township than the federal poverty guidelines updated annually by the U.S. Department of Health and Human Services. This means, for example, that the income level for a household of 3 persons **shall not** be set lower than \$21,330 which is the amount shown on the following chart for a family of 3 persons. The income level for a family of 3 persons may be set higher than \$21,330. Following are the federal poverty guidelines for use in setting poverty exemption guidelines for 2020 assessments:

Size of Family Unit	Poverty Guidelines
1	\$12,490
2	\$16,910
3	\$21,330
4	\$25,750
5	\$30,170
6	\$34,590
7	\$39,010
8	\$43,430
For each additional person	\$4,420

Note: PA 390 of 1994 states that the poverty exemption guidelines established by the governing body of the local assessing unit shall also include an asset level test. An asset test means the amount of cash, fixed assets or other property that could be used, or converted to cash for use in the payment of property taxes. The asset test should calculate a maximum amount permitted and all other assets above that amount should be considered as available. Please see STC Bulletin 6 of 2017 for more information on poverty exemptions.

Note: P.A. 135 of 2012 changed the requirements for filing documentation in support of a poverty exemption to allow an affidavit (Treasury Form 4988) to be filed for all persons residing in the residence who were not required to file federal or state income tax returns in the current year or in the immediately preceding year. This does include the owner of the property who is filing for the exemption.

C. Sales Studies

Equalization study dates are as follows for 2020 equalization:

Two Year Study: April 1, two years prior through March 31, current year
Single Year Study: October 1, preceding year through September 30, current year

For 2019 studies for 2020 equalization the dates are as follows:

Two Year Study: April 1, 2017 through March 31, 2019
Single Year Study: October 1, 2018 through September 30, 2019

Note that the time period revisions apply to all equalization studies, that is: sales ratio studies, land value studies and economic condition factor studies for appraisals. Also note that the revised time period for two year studies applies to all real property classifications.

Please be advised that the above sale study dates are not the same as the valuation date used in appeals before the Michigan Tax Tribunal. Evidence presented in a Tax Tribunal appeal should reflect the value of the property as of tax day (December 31). This means that sales occurring *after* March 31, 2019 and September 30, 2019 should still be considered and included when submitting evidence in a Tax Tribunal appeal involving the 2020 tax year.

D. Property Classification

The State Tax Commission reminds assessors that classification is to be determined annually and is based upon the use of the property and not highest and best use of the property. The

Commission is aware that some assessors are still classifying property according to highest and best use and/or are not classifying property on an annual basis. The Commission asks that all assessors take the necessary steps to ensure that all real and personal property is properly classified according to MCL 211.34c.

E. Public Act 660 of 2018, Property Assessing Reform

At their meeting on May 28, 2019 the State Tax Commission approved the Property Assessing Reform Proposal Frequently Asked Questions. The FAQ reflects changes to the General Property Tax Act as a result of PA 660 of 2018, and includes information about Property Assessing Reform, the designated assessor, boards of review and villages. A copy of the FAQ is available on the Commission's website at www.michigan.gov/statetaxcommission.

The State Tax Commission will be continuously updating its website with information regarding Property Assessing Reform, including bulletins, guidance and any required forms. Information on Property Assessing Reform is available on the State Tax Commission's website under the "What's New" section.

The Commission has also established a dedicated email for submitting questions related to Property Assessing Reform. Any questions concerning Property Assessing Reform should be directed to AssessingReformQuestions@michigan.gov.

. Village Waiver

The State Tax Commission at their meeting on August 20, 2019 approved Form 5689 *Application for State Tax Commission Approval of Village Assessment*. MCL 211.10d(7) provides that a village that is located in more than 1 assessing district may, in a form and manner prescribed by the state tax commission, request state tax commission approval that the assessment of property within the village be combined with the assessment of property in 1 of those assessing districts.

The completed Form, with the required resolution and all other attachments, must be submitted to the State Tax Commission, PO Box 30471, Lansing, Michigan 48909.

Form 5689 and additional information for Villages is available on the State Tax Commission's website at www.michigan.gov/statetaxcommission under the Property Assessing Reform link.

F. Consolidating Boards of Review

PA 660 of 2018 allows Boards of Review across two or more contiguous local units to be combined. The governing bodies of each local unit may enter into an agreement to appoint a single board of review to serve as the board of review for each of the contiguous local units. PA 660 further states that the already existing requirements in MCL 211.28(1) — (5) should serve as a guide in determining the size, composition, and manner of appointment of a board of review. Those requirements are:

- At least 2/3 of the members must be property taxpayers of the township.
- Members appointed to the board of review shall serve for terms of 2 years beginning at noon on January 1 of each odd-numbered year.

- A member of the township board is not eligible to serve on the board or to fill any vacancy. A spouse, mother, father, sister, brother, son, or daughter, including an adopted child, of the assessor is not eligible to serve on the board or to fill any vacancy.
- At least 2 members of a 3-member board of review shall be present to conduct any business or hearings of the board of review.
- The township board may appoint 3, 6, or 9 electors of the township, who will constitute a board of review for the township. If 6 or 9 members are appointed as provided in this subsection, the membership of the board of review must be divided into board of review committees consisting of 3 members each.
- A township board may appoint not more than 2 alternate members for the same term as regular members of the board of review.

The size, composition, and manner of appointment of the board of review of a city may be prescribed by the charter of a city.

Any questions concerning consolidating boards of review should be directed to AssessingReformQuestions@michigan.gov.

H. Tax Tribunal Small Claims Division Hearings

Assessors should carefully read all notices, orders and other correspondence sent by the Tax Tribunal. Assessors should pay special attention to the Notice of Hearing and ensure they are available at the date and time of the scheduled hearing. It is important to appear at the hearing and to timely file with the Tax Tribunal and serve a copy to the taxpayer of all evidence and documentation you wish to be considered at the hearing.

Assessors representing their local unit in Tax Tribunal hearings need to submit evidence to support the value of the property under appeal. If the assessor is relying on the property record card as evidence of value, the property record card must be for the year(s) being appealed. The complete property record card, including all calculations should be provided; do not submit a property record card that states "calculations too long" and then fail to include the additional calculations. Also, it is important to submit the studies prepared that support the economic condition factor and land value on the record card. Assessors should also be able to explain at the Tax Tribunal hearing how the value shown on the property record card was calculated. More information regarding the Michigan Tax Tribunal, including Tribunal Rules, forms and instructions is available at www.michigan.gov/taxtrib.

Assessors are also reminded that any change in contact information, including a change in email address, must be submitted to the Tax Tribunal to ensure that all case notifications are received.

I. Changes to Personal Property Tax

On December 27, 2018, Public Acts 505 and 541 of 2018 were signed into law. These Acts make changes related to filing and payment dates for the ESA. Although the August 15th deadline to certify and pay ESA and the September 15th deadline to amend a previously certified ESA statement remain, P.A. 541 and 505 change the date by which ESA liability and late payment penalty must be paid in full to April 15th of the year immediately following the assessment year. If full payment of ESA liability and late payment penalty is not received by April 15th of the year immediately following the assessment year, the Department of Treasury must rescind the Eligible Manufacturing Personal Property (EMPP) exemption no later than the first Monday in June of that year. The deadline for taxpayers to appeal an assessment, penalty,

or rescission to the Michigan Tax Tribunal December 31st of the tax year in which the assessment, penalty or rescission was issued.

In addition to the extended deadlines, the acts increase the late payment penalty of any ESA statement that is not paid in full by August 15th to 3% of unpaid liability per month or part of a month. Penalty is not to be prorated based on the day of the month that the late payment is received.

There are no changes to the February 20th deadline to claim the EMPP exemption by filing the Combined Document (Form 5278) with the assessor of the local governmental unit in which the personal property is located nor the ability to file the Combined Document (Form 5278) late, directly with the March Board of Review of the same local unit.

More information is available in the Assessors Guide to EMPP and ESA are available online at www.michigan.gov/propertytaxexemptions.

Further information and guidance on the Eligible Manufacturing Personal Property (EMPP) Exemption, Special Acts and the Essential Services Assessment (ESA) is available at www.michigan.gov/ESA. Additional questions should be sent via email to ESAQuestions@michigan.gov.

J. Principal Residence Exemption

Public Act 633 of 2018 was signed into law on December 28, 2018. This Act amends MCL 211.7cc regarding the principal residence exemption. This Act allows an owner of property who previously occupied and claimed the property as a principal residence, but has vacated the property due to damage or destruction by an accident, act of God, or act of another person without the owner's consent, to retain the principal residence exemption on that property for the tax year in which the damage or destruction occurred and the two immediately succeeding tax years. In order to retain the exemption, the owner must meet specific criteria regarding his/her intent to return to the property. The owner must satisfy all of the following conditions to demonstrate an intent to return to the property:

1. The owner continues to own the property while absent due to the damage or destruction;
2. The owner has not established a new principal residence;
3. The owner provides for reconstruction of the principal residence for purposes of occupying the reconstructed dwelling upon its completion; and
4. The property is not occupied, leased, or used for any business or commercial purpose.

Owners who have vacated the property due to damage or destruction and meet these four criteria regarding an intent to return may retain the principal residence exemption on the property.

More information can be found on the PRE website at www.michigan.gov/PRE. Treasury staff is available to assist and answer questions regarding this Act or other PRE-related questions. The following are key contacts:

- PRE Unit Phone Number: (517) 335-7487
- PRE Program E-mail [Address: PRE@michigan.gov](mailto:PRE@michigan.gov)

K. Omitted or Incorrectly Reported Property (MCL 211.154)

Assessors are reminded that when submitting 154 petitions it is necessary to include complete copies of the property record cards for every year a change is being requested on the petition. For example, if a 154 petition requests a change for 2017 and 2018, the property record card for 2017 and the property record card for 2018 should be submitted. In addition, assessor must submit the calculations and documents needed to understand the reasons for the change and the amount of the requested change in the assessment and taxable values. Additionally, the 154 petition must contain an original signature. The Commission cannot accept electronic signatures or scanned signatures on petitions.

For 154 petitions involving removal of personal property, staff may request verification that the assessor inspected personal property location or otherwise confirmed that the personal property was disposed and was not located in the local unit on the applicable tax day. Additionally, staff may inquire as to the extent of the assessor's communication with the taxpayer in order to confirm that personal property was reported in the new location.

Questions can be directed to the staff [at Treas-154petitions@michigan.gov](mailto:Treas-154petitions@michigan.gov). Additional information, including Bulletin 2 of 2018 and copies of the approved forms, are available online at www.michigan.gov/154petitions.

L. Authority of July and December Boards of Review

The State Tax Commission has become aware of a significant number of instances where Boards of Review are acting outside their statutory authorities. MCL 211.53b specifies: The board of review meeting in July and December shall meet only for the purpose described in subsection (1) (Qualified Errors) and to hear appeals provided for in sections 7u (Poverty Exemption), 7cc (Principal Residence Exemption), 7ee (Qualified Agricultural Exemption), 7jj (Qualified Forest Exemption), and 90 (Small Business Taxpayer Exemption). Assessors should carefully review the Board of Review FAQ on the Commission's website to ensure their Boards of Review are acting within their statutory authorities.



REQUEST FOR LEGISLATION

TO: Mayor and City Council
FROM: John Barr
DATE: January 14, 2020
SUBJECT: Amend Chapter 8 of City Code regarding number of recreational marihuana permits

DESCRIPTION:

Amend Chapter 8 of City Code regarding number of recreational marihuana permits

SUMMARY:

Councilmembers Sommerville and Wilcoxon requested legislation to limit the number of marihuana retailers to 7 until 2021 and then increase the number to 10, including 3 social equity retailers.

A resolution is attached to amend the ordinance accordingly.

RECOMMENDED ACTION: Review and consider amendment.

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: _____

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____



Resolution No. 2020-006
January 14, 2020

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

An ordinance to Amend Chapter 8-1 of the Ypsilanti City Code to provide for 7 Marihuana retailer permits until January 1, 2021 and increase to 10 permits after January 1, 2021, be approved on second and final 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
14 day of January 2020

#Resolution No. 2020-006



**CITY OF YPSILANTI
NOTICE OF ADOPTED ORDINANCE
ORDINANCE NO. 1351**

An Ordinance Entitled "Marihuana Retailer"

THE CITY OF YPSILANTI ORDAINS:

An ordinance to amend Chapter 8, Adult Use – Recreational Marihuana To amend Section 8-4-1 Permit Requirements to limit Marihuana retailer to 7 permits until January 1, 2021 and then add 3 social equity permits for a total of 10 permits, and

THE CITY OF YPSILANTI HEREBY ORDAINS that Chapter 8, Section 8-4-1, of the Ypsilanti City Code, **Marihuana retailer** be amended to read as follows:

Marihuana retailer: until January 1, 2021, maximum 7 permits, including 7 medical marihuana Facilities, after January 1, 2021, maximum 10 permits including 7 medical marihuana Facilities and including 3 social equity marihuana Facilities, see Sec. 8-5-1.

Severability.

If any clause, sentence, section, paragraph, or part of this ordinance, or the application thereof to any person, firm, corporation, legal entity, or circumstances, shall be for any reason adjudged by a court of competent jurisdiction to be unconstitutional or invalid, such judgment shall not affect, impair, or invalidate the remainder of this Ordinance and the application of such provision to other persons, firms, corporations, legal entities, or circumstances by such judgment shall be confined in its operation to the clause, sentence, section, paragraph, or part of this Ordinance thereof directly involved in the case or controversy in which such judgment shall have been rendered and to the person, firm, corporation, legal entity, or circumstances then and there involved. It is hereby declared to be the legislative intent of this body that the Ordinance would have been adopted had such invalid or unconstitutional provisions not been included in this Ordinance.

Repeal

#Ordinance No. 1351-Marihuana Retailer

All other Ordinances inconsistent with the provisions of this Ordinance are, to the extent of such inconsistency, hereby repealed.

Savings Clause

The balance of the Code of Ordinances, City of Ypsilanti, Michigan, except as herein or previously amended, shall remain in full force and effect. The repeal provided herein shall not abrogate or affect any offense or act committed or done, or any penalty or forfeiture incurred, or any pending fee, assessments, litigation, or prosecution of any right established, occurring prior to the effective date hereof.

Copies to be available.

Copies to be available. Copies of the Ordinance are available at the office of the city clerk for inspection by, and distribution to the public during normal office hours. A complete copy of the ordinance is also available for inspection on the City's website, www.cityofypsilanti.com.

Publication and Effective Date

The City Clerk shall cause this Ordinance, or a summary of this Ordinance, to be published by printing the same in the publication of record. This Ordinance shall become effective after publication at the expiration of 30 days after adoption.

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

Andrew Hellenga, 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, 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, City Clerk

#Ordinance No. 1351-Marihuana Retailer

Notice Published: _____
First Reading: _____
Second Reading: _____
Published: _____
Effective Date: _____

#Ordinance No. 1351-Marihuana Retailer



REQUEST FOR LEGISLATION

TO: Mayor and City Council
FROM: John Barr
DATE: January 14, 2020
SUBJECT: Recreational Marihuana Ordinance

DESCRIPTION:
Recreational Marihuana Ordinance

SUMMARY:

There are several changes to the Marihuana Ordinance that I would like to have adopted. An amended ordinance is attached for consideration.

There are several typo corrections.

I worked with the City HR staff to review the ordinance and offer two changes:

1. In Section 8-5.4 limit no-drug testing to marihuana, and 2) define Safety-sensitive jobs in Section 8-2.

ATTACHMENTS: Proposed Amended Ordinance

RECOMMENDED ACTION: Adoption of the amended ordinance on first reading.

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: _____

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____



Resolution No. 2020-007
January 14, 2020

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

**Chapter 8 -Marihuana, An ordinance to amend Chapter 8, Adult Use –
Recreational Marihuana of the Ypsilanti City Code by 1. adding Section 8-1
(s) of the Ypsilanti City Code to define safety sensitive job, and 2. To limit the
no-drug testing to marihuana in Section 8-5.4, Be adopted on second and
final 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
14 day of January 2020

#Resolution No. 2020-007



**CITY OF YPSILANTI
NOTICE OF ADOPTED ORDINANCE
ORDINANCE NO. 1353**

An Ordinance Entitled "Drug Testing/Safety Sensitive Jobs"

THE CITY OF YPSILANTI ORDAINS:

1. **THE CITY OF YPSILANTI HEREBY ORDAINS** that Chapter 8, Section 8-1 et seq. of the Ypsilanti City Code, be amended to add sub-section (s) Safety-sensitive job to read as follow:
.
(s) "Safety-sensitive job" means a job that includes a higher safety risk, including but not limited to police officer, dispatcher, firefighter, emergency medical personnel, a job that includes operating an automobile or other vehicle or airplane on the job, operating any heavy equipment such as truck, tractor, front end loader, chipper, snow plow, chain saw, high-lift, or any job that involves the construction trades.
2. **THE CITY OF YPSILANTI HEREBY ORDAINS** that Chapter 8, Section 8-5-4 of the Ypsilanti City Code be amended to read as follows:
(4) The City of Ypsilanti will not drug-test workers for marihuana who are not in safety-sensitive jobs, without reasonable documented cause: random drug-testing is prohibited.

Severability

If any clause, sentence, section, paragraph, or part of this ordinance, or the application thereof to any person, firm, corporation, legal entity, or circumstances, shall be for any reason adjudged by a court of competent jurisdiction to be unconstitutional or invalid, such judgment shall not affect, impair, or invalidate the remainder of this Ordinance and the application of such provision to other persons, firms, corporations, legal entities, or circumstances by such judgment shall be confined in its operation to the clause, sentence, section, paragraph, or part of this Ordinance thereof directly involved in the case or controversy in which such judgment shall have been rendered and to the person, firm, corporation, legal entity, or circumstances then and there involved. It is hereby declared to be the legislative intent of this body that the Ordinance would have

#Ordinance No. 1353-Drug Testing/Safety Sensitive Jobs

been adopted had such invalid or unconstitutional provisions not been included in this Ordinance.

Repeal

All other Ordinances inconsistent with the provisions of this Ordinance are, to the extent of such inconsistency, hereby repealed.

Savings Clause

The balance of the Code of Ordinances, City of Ypsilanti, Michigan, except as herein or previously amended, shall remain in full force and effect. The repeal provided herein shall not abrogate or affect any offense or act committed or done, or any penalty or forfeiture incurred, or any pending fee, assessments, litigation, or prosecution of any right established, occurring prior to the effective date hereof.

Copies to be available.

Copies to be available. Copies of the Ordinance are available at the office of the city clerk for inspection by, and distribution to the public during normal office hours. A complete copy of the ordinance is also available for inspection on the City's website, www.cityofypsilanti.com.

Publication and Effective Date

The City Clerk shall cause this Ordinance, or a summary of this Ordinance, to be published by printing the same in the publication of record. This Ordinance shall become effective after publication at the expiration of 30 days after adoption.

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

Andrew Hellenga, 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, City Clerk

CERTIFICATE OF ADOPTING

#Ordinance No. 1353-Drug Testing/Safety Sensitive Jobs

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, City Clerk

Notice Published: _____

First Reading: _____

Second Reading: _____

Published: _____

Effective Date: _____

#Ordinance No. 1353-Drug Testing/Safety Sensitive Jobs



Resolution No. 2020-008
January 14, 2020

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

THAT the minutes of November 12, November 15, November 19, December 3, December 10, December 17, 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 14 day of January 2020

#Resolution No. 2020-008



MINUTES

WORK SESSION Meeting

7:00 PM - Tuesday, November 12, 2019
Council Chambers

The WORK SESSION of the City of Ypsilanti was called to order on Tuesday, November 12, 2019, at 7:00 PM, in the Council Chambers, with the following members present:

PRESENT: Council Member Jennifer Symanns, Council Member Steven Wilcoxon, Council Member Nicole Brown, Mayor Beth Bashert, Council Member Anthony Morgan, and Council Member Annie Somerville

ABSENT: Mayor Pro-Tem Lois Richardson (telephonic)

I. CALL TO ORDER

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

II. ROLL CALL

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

The agenda was approved as submitted.

VI. PUBLIC COMMENT (3 MINUTES)

One person spoke.

VII. REMARKS FROM THE MAYOR

VIII. WORK SESSION

A. Discussion/update on the Water Street Development Site.

Economic Director Meyers provided a background about Water Street. Council Member Wilcoxon asked if the property was ever zoned for residential. Mr. Meyers stated that some if it is residential, but it was mostly been industrial. Mr. Morgan asked how diverse the uses can be on the site. Mr. Meyers responded that any project would be a planned unit development which is flexible, although the recent proposals have been similar. Mr. Wilcoxon asked if the site could support a higher building. Mr. Meyers stated that there were not structural issues.

Mr. Meyers spoke about the obstacles on the site. Council Member Brown asked about the incentives. Council discussed their visions for the site. Ideas included mixed-use housing and commercial, entertainment/recreation, community space, and riverfront-focused development. Mayor Bashert asked about the Border-to-Border Trail. Mr. Meyers stated that there is an easement and the trail will always be there. Ms. Brown asked if projects were considered by parcel, or the entire site. Mr. Meyers stated that they currently consider both types. Mr. Morgan asked how it works with the existing businesses. Mr. Meyers responded that many developers have asked if the existing businesses were willing to sell. Mr. Wilcoxen asked about the buried DTE line. Mr. Meyers stated that DTE will be and YCUA will be part of the conversation of a viable project. Mr. Wilcoxen stated that the proposed projects do not look very efficient. Mr. Meyers asked if council is willing to negotiate for the development. Council agreed that they would be open to discussion for viable offers.

Mr. Meyers stated that they will work with MEDC and provide an update in June.

IX. PUBLIC COMMENT (3 MINUTES)

Three people spoke.

X. COMMUNICATIONS

- A. Parliamentary Procedures Training - November 14, 2019, 6-9 pm (Senior Center)
- B. Goal Session Dates - December 3rd & 17, 6 pm (City Hall)
- C. Roads/Recycling Work Session - December 10th, 7 pm.

XI. REMARKS FROM THE MAYOR

XII. ADJOURNMENT

The meeting adjourned at 8:49 p.m.



NOTES

Parliamentary Procedure Training

6:00 PM - Thursday, November 14, 2019

Ypsilanti Senior Center

The Parliamentary Procedure Training was called to order on Thursday, November 14, 2019, at 6:00 PM, at the Ypsilanti Senior Center, with the following members present:

City Council:

Mayor Beth Bashert, Council Member Steven Wilcoxon, Mayor Pro-Tem Lois Richardson, Council Member Anthony Morgan, and Council Member Annie Somerville

Board and Commission Members:

George Hagenauer (HRC), Dieter Ottu (DDA), Anne Stevenson (HDC), Danielle Milner (DDA), Jake Albers (ZBA), Herman Humas (PAC), Evan Sweet (Parks)

Staff:

City Clerk Andrew Hellenga, City Attorney John Barr, Assistant City Attorney Karl Barr, Deputy Clerk Sarah Stachnik

The training began at 6:10 p.m.

Eleanor Siewart, MML Parliamentarian Professional, provided a training about parliamentary procedure.

The training ended at 8:56 p.m.



MINUTES REGULAR COUNCIL Meeting

7:00 PM - Tuesday, November 19, 2019
Council Chambers

The REGULAR COUNCIL of the City of Ypsilanti was called to order on Tuesday, November 19, 2019, at 7:00 PM, in the Council Chambers, with the following members present:

PRESENT: Mayor Beth Bashert (10:22 p.m.), Council Member Jennifer Symanns, Council Member Steven Wilcoxon, Council Member Nicole Brown, Mayor Pro-Tem Lois Richardson, Council Member Anthony Morgan (10:00 p.m.), and Council Member Annie Somerville

I. CALL TO ORDER

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

II. ROLL CALL

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

The agenda was approved as submitted.

VI. INTRODUCTIONS

Mayor Bashert introduced the following individuals: Deputy Clerk Sarah Stachnik, Economic Development Director Joe Meyers, DPS Director Ron Akers, Parking Manager Bonnie Wessler, City Manager Frances McMullan, City Attorney John Barr, City Clerk Andrew Hellenga, Ann Arbor Sustainability and Innovations Manager Missy Stults

VII. PRESENTATIONS

- a) Carbon Neutrality Planning - Missy Stults, Sustainability and Innovations Manager, City of Ann Arbor

Missy Stults provided an brief introduction about efforts to create a carbon neutrality plan. Mayor Bashert and Council Member Wilcoxon spoke in favor of the partnership. Council Member Wilcoxon asked about the four major goals. Ms. Stults stated energy, mobility, resource use, and adaptation and resilience are the major categories.

- b) Resolution No. 2019-260, declaring a climate emergency and committing to take action as a result of that declaration.

Council Member Wilcoxon asked if they will be responsible to create this plan. City Manager McMullan stated that she will be relying on staff, the carbon neutrality commission, and the sustainability commission. Mayor Bashert stated public engagement is a large component. Council Member Symanns asked if there are the resources to have a presentation by March 2020. Mr. Wilcoxon stated that March 2020 is their goal and the partnership will bring a lot of resources to achieve this goal. Ms. Bashert stated that she is excited about being a partner. Council Member Symanns asked about the Earth Day presentation. Ms. Bashert stated that it will be the 50th anniversary and there will be statements of unity and cohesion around the climate. Mayor Pro-Tem Richardson asked if the presentation will be regional or for Ann Arbor. Ms. Stults stated that staff has been directed to make a plan based on their budget and there will also be sustainability events throughout the region.

Council Member Steven Wilcoxon moved, seconded by Mayor Pro-Tem Lois Richardson, to approve Resolution No. 2019-260.

RESULT:	CARRIED.
MOVER:	Council Member Steven Wilcoxon
SECONDER:	Mayor Pro-Tem Lois Richardson
AYES:	Beth Bashert, Jennifer Symanns, Steven Wilcoxon, Nicole Brown, Lois Richardson, Anthony Morgan, and Annie Somerville

VIII. PUBLIC COMMENT (3 MINUTES)

11 people spoke.

IX. ORDINANCES FIRST READING

- a) *Ordinance No. 1351 - An Ordinance to Amend Chapter 8, Adult Use - Recreational Marihuana to amend Section 8-4-1 Permit Requirements to limit Marihuana to 7 permits until January 1, 2021.*
1. Resolution No. 2019-263, determination
 2. Open Public Hearing
 3. Resolution No. 2019-264, close public hearing

Council Member Somerville explained the proposed amendment.

Mayor Bashert opened the public hearing. Two people spoke.

Ms. Somerville stated that locations are based on zoning. Council Member Morgan stated that the language of the ordinance is insufficient to create equity. Council Member Brown asked for clarification that there will only be three new facilities. Council Member Wilcoxon stated that the goal is to separate the three facilities for social equity from current medical facilities. Mayor Pro-Tem Richardson stated that there is still a lack of direction from the state.

Council Member Annie Somerville moved, seconded by Council Member Jennifer Symanns, to approve Resolution No. 2019-264 closing the public hearing.

RESULT:	CARRIED.
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MOVER:	Council Member Annie Somerville
SECONDER:	Council Member Jennifer Symanns
AYES:	Beth Bashert, Jennifer Symanns, Steven Wilcoxon, Nicole Brown, Lois Richardson, Anthony Morgan, and Annie Somerville

Mayor Beth Bashert moved, to call the question with the consent of Council.

RESULT:	CARRIED.
MOVER:	Mayor Beth Bashert
SECONDER:	
AYES:	Beth Bashert, Jennifer Symanns, Steven Wilcoxon, and Annie Somerville
NAYS:	Nicole Brown, Lois Richardson, and Anthony Morgan

Council Member Annie Somerville moved, seconded by Council Member Steven Wilcoxon, to approve Resolution No. 2019-263.

RESULT:	CARRIED.
MOVER:	Council Member Annie Somerville
SECONDER:	Council Member Steven Wilcoxon
AYES:	Steven Wilcoxon, Annie Somerville, Beth Bashert, Jennifer Symanns, and Nicole Brown
NAYS:	Lois Richardson and Anthony Morgan

b) Ordinance No. 1352 - An Ordinance to Amend Chapter 8, Section 8-1 of the Ypsilanti City Code by prohibiting marihuana consumption facilities.

1. Resolution No. 2019-265, determination
2. Open Public Hearing
3. Resolution No. 2019-266, close public hearing

Mayor Bashert opened the public hearing. Five people spoke.

Council Member Jennifer Symanns moved, seconded by Mayor Pro-Tem Lois Richardson, to approve Resolution No. 2019-266 closing the public hearing.

RESULT:	CARRIED.
MOVER:	Council Member Jennifer Symanns
SECONDER:	Mayor Pro-Tem Lois Richardson
AYES:	Beth Bashert, Jennifer Symanns, Steven Wilcoxon, Nicole Brown, Lois Richardson, Anthony Morgan, and Annie Somerville

Council Member Jennifer Symanns moved, seconded by Council Member Anthony Morgan, to approve Resolution No. 2019-265.

Council Member Somerville stated the reasons she supports consumption facilities. Council Member Morgan stated that he hopes the social equity program does what is intended. Council Member Wilcoxon stated that there are models for consumption sites.

RESULT:	DEFEATED.
MOVER:	Council Member Jennifer Symanns
SECONDER:	Council Member Anthony Morgan
AYES:	Jennifer Symanns and Lois Richardson
NAYS:	Beth Bashert, Steven Wilcoxon, Nicole Brown, Anthony Morgan, and Annie Somerville

- c) *Ordinance No. 1353- An Ordinance to Amend Chapter 8, Adult Use - Recreational Marihuana of the Ypsilanti City Code by adding Section 8-1 (s) of the Ypsilanti City Code to define safety sensitive job and to limit the no-drug testing to marihuana in Section 8-5.4.*

1. Resolution No. 2019-267, determination
2. Open Public Hearing
3. Resolution No. 2019-268, close public hearing

City Attorney Barr explained the purpose of the amendment. Mayor Pro-Tem Richardson asked if there is currently random drug testing. City Manager McMullan stated that DPS does random testing.

Mayor Bashert opened the public hearing. One person spoke.

Council Member Annie Somerville moved, seconded by Council Member Steven Wilcoxon, to approve Resolution No. 2019-268 closing the public hearing.

RESULT:	CARRIED.
MOVER:	Council Member Annie Somerville
SECONDER:	Council Member Steven Wilcoxon
AYES:	Beth Bashert, Jennifer Symanns, Steven Wilcoxon, Nicole Brown, Lois Richardson, Anthony Morgan, and Annie Somerville

Council Member Annie Somerville moved, seconded by Council Member Jennifer Symanns, to approve Resolution No. 2019-267.

Council Member Somerville spoke against drug testing. Council Member Morgan stated that there need to be standards and requirements for staff. Council Member Symanns spoke in favor of the amendment. Council Member Brown asked how many staff are considered safety-sensitive. Mayor Bashert stated that there are many people who would not be able to be employed by the city as consumers of medical marijuana.

RESULT:	CARRIED.
MOVER:	Council Member Annie Somerville
SECONDER:	Council Member Jennifer Symanns
AYES:	Jennifer Symanns, Annie Somerville, Beth Bashert, Steven Wilcoxon, and Nicole Brown
NAYS:	Lois Richardson and Anthony Morgan

X. CONSENT AGENDA

- a) Resolution No. 2019-269, approving the Consent Agenda.
- b) Resolution No. 2019-270, approving the minutes of November 5, 2019.
- c) Resolution No. 2019-271, approving appointments to boards and commissions.

Council Member Nicole Brown moved, seconded by Council Member Jennifer Symanns, to approve Resolution No. 2019-269.

RESULT:	CARRIED.
MOVER:	Council Member Nicole Brown
SECONDER:	Council Member Jennifer Symanns
AYES:	Beth Bashert, Jennifer Symanns, Steven Wilcoxon, Nicole Brown, Lois Richardson, Anthony Morgan, and Annie Somerville

XI. RESOLUTIONS/MOTIONS/DISCUSSIONS

a) Public Safety Discussion (15 Minutes)- Chief DeGiusti.

Mayor Bashert asked about the presence of the DDA Officer. Chief DeGiusti stated that he has been present and provided an update about the crime statistics occurring in the DDA. He added that they will provide a report of the officer's activities. Ms. Bashert asked for follow-up reports on violent crimes. Chief DeGiusti stated that it depends on the investigation. Mayor Bashert asked about the closed-door policy to the media. Chief DeGiusti stated that he often speaks to the media but focuses on the needs of the public before the media. Council Member Brown stated that she gets information from city staff. Council Member Somerville thanked Chief DeGiusti for his responses. Ms. Bashert expressed frustration with excuses about low staffing. Chief DeGiusti stated that they still have a significant shortage of officers according to several sources. Council Member Morgan thanked Chief DeGiusti for his work and asked how many DDA officers would be effective. Chief DeGiusti stated that a minimum of two officers would be necessary. Mayor Pro-Tem Richardson stated that she gets adequate responses from the Chief. Mayor Bashert thanked Chief DeGiusti for his work and asked him to consider the relationship to the media.

Council Member Anthony Morgan moved, seconded by Council Member Nicole Brown, to add 5 minutes to the discussion time.

RESULT:	CARRIED.
MOVER:	Council Member Anthony Morgan
SECONDER:	Council Member Nicole Brown
AYES:	Beth Bashert, Jennifer Symanns, Steven Wilcoxon, Nicole Brown, Lois Richardson, Anthony Morgan, and Annie Somerville

b) Resolution No. 2019-272, approving the Thanksgiving weekend parking holiday.

Parking Manager Bonnie Wessler explained the reason for this resolution. Anthony Morgan asked if there is a correlation between parking enforcement and shopping. Ms. Wessler stated that it is an effort to address the lack of consistency in signage for new visitors to the City.

Council Member Anthony Morgan moved, seconded by Council Member Jennifer Symanns, to approve Resolution No. 2019-272.

RESULT:	CARRIED.
MOVER:	Council Member Anthony Morgan
SECONDER:	Council Member Jennifer Symanns
AYES:	Beth Bashert, Jennifer Symanns, Steven Wilcoxon, Nicole Brown, Lois Richardson, Anthony Morgan, and Annie Somerville

c) Resolution No. 2019-273, approving the purchase of a dump truck with salter.

DPS Director Ron Akers explained the purpose of this resolution. Council Member Wilcoxon asked about the price differences between the two vehicles. Mr. Akers stated that there are minor differences in the car builds. Mr. Wilcoxon asked about alternative-fuel options. Mr. Akers stated that there is a need to have a broader conversation about greening the fleet. Mr. Morgan asked about the priorities of these two trucks. Mr. Akers stated that they are high priority. Mr. Akers added that there is a scheduled replacement period in the Capital Improvements Plan. Mayor Bashert asked for bids for alternative fuels in the future.

Council Member Jennifer Symanns moved, seconded by Council Member Nicole Brown, to approve Resolution No. 2019-273.

RESULT:	CARRIED.
MOVER:	Council Member Jennifer Symanns
SECONDER:	Council Member Nicole Brown
AYES:	Jennifer Symanns, Nicole Brown, Beth Bashert, Steven Wilcoxon, Lois Richardson, Anthony Morgan, and Annie Somerville

Council Member Steven Wilcoxon moved, seconded by Council Member Anthony Morgan, to extend the meeting until 11 p.m.

RESULT:	CARRIED.
MOVER:	Council Member Steven Wilcoxon
SECONDER:	Council Member Anthony Morgan
AYES:	Beth Bashert, Jennifer Symanns, Steven Wilcoxon, Nicole Brown, Lois Richardson, Anthony Morgan, and Annie Somerville

- d) Resolution No. 2019-274, approving the purchase of a replacement of platform truck.

DPS Director Akers stated the purpose of the resolution.

Council Member Nicole Brown moved, seconded by Council Member Anthony Morgan, to approve Resolution No. 2019-274.

RESULT:	CARRIED.
MOVER:	Council Member Nicole Brown
SECONDER:	Council Member Anthony Morgan
AYES:	Beth Bashert, Jennifer Symanns, Steven Wilcoxon, Nicole Brown, Lois Richardson, Anthony Morgan, and Annie Somerville

- e) Resolution No. 2019-275, urging the governor to consent to initial refugee resettlement as per the terms of Executive Order 13888.

Mayor Bashert stated that it was sent by Jewish Family Services. Mr. Morgan asked if Ypsilanti has accepted refugees from around the world. Ms. Bashert responded in the affirmative.

Mayor Pro-Tem Lois Richardson moved, seconded by Council Member Nicole Brown, to approve Resolution No. 2019-275.

RESULT:	CARRIED.
MOVER:	Mayor Pro-Tem Lois Richardson
SECONDER:	Council Member Nicole Brown
AYES:	Nicole Brown, Lois Richardson, Beth Bashert, Jennifer Symanns, Steven Wilcoxon, and Annie Somerville
NAYS:	Anthony Morgan

- f) Resolution No. 2019-276, approving the 2020 City Council Meeting Schedule.

Council Member Nicole Brown moved, seconded by Council Member Jennifer Symanns, to amend the schedule to include January 14, May 5, May 12, November 9, November 10, and remove August 11.

RESULT:	CARRIED.
MOVER:	Council Member Nicole Brown

SECONDER:	Council Member Jennifer Symanns
AYES:	Beth Bashert, Jennifer Symanns, Steven Wilcoxon, Nicole Brown, Lois Richardson, Anthony Morgan, and Annie Somerville

Mayor Pro-Tem Lois Richardson moved, seconded by Council Member Nicole Brown, to approve Resolution No. 2019-276 as amended.

RESULT:	CARRIED.
MOVER:	Mayor Pro-Tem Lois Richardson
SECONDER:	Council Member Nicole Brown
AYES:	Beth Bashert, Jennifer Symanns, Steven Wilcoxon, Nicole Brown, Lois Richardson, and Annie Somerville
ABSENT:	Anthony Morgan

- g) Discussion regarding potential changes to meeting functionality - parliamentary procedures.

Council discussed changes brought up during parliamentary procedure. Mayor Bashert asked if Council is comfortable with the current system for reading resolutions. Council agreed to continue with the current practice. Mayor Bashert asked if Council wanted to limit Council discussion. Council agreed not to limit time, but to allow all members to speak first before allowing someone to speak again. Council Member Wilcoxon asked if there could be a system to be called on. Council discussed the length of minutes. Mr. Wilcoxon asked about the retention schedule for recordings. City Attorney Barr will recommend a retention schedule. Council opposed shortening public comment.

- h) Discussion regarding the city's snow ordinance. (added)

Council Member Somerville asked about snow removal on Garland Street. DPS Director Akers explained the nature of the issue. Council Member Wilcoxon mentioned the disparity of enforcement for residents and the City. Council Member Symanns stated that there are not very many staff to clear all the roads and sidewalks. Ms. Somerville asked if it is possible to include resources for seniors with the warning and spoke against citations that cause financial hardships. Economic Development Director stated that staff works with community members. Mayor Pro-Tem Richardson stated that the City should not ask residents for things that the City is not doing and would like to see the ordinance before Council.

XII. BOARDS AND COMMISSIONS

- a) Human Relations Commission Resolution No. 2019-013

Council Member Nicole Brown moved, seconded by Council Member Steven Wilcoxon, to discuss HRC Resolution 2019-013 on the January 21st meeting.

RESULT:	CARRIED.
MOVER:	Council Member Nicole Brown
SECONDER:	Council Member Steven Wilcoxon
AYES:	Steven Wilcoxon, Nicole Brown, Lois Richardson, and Annie Somerville
NAYS:	Jennifer Symanns
ABSENT:	Beth Bashert and Anthony Morgan

Council Member Steven Wilcoxon moved, seconded by Council Member Annie Somerville, to extend the meeting until 11:15 p.m.

RESULT:	CARRIED.
MOVER:	Council Member Steven Wilcoxon
SECONDER:	Council Member Annie Somerville
AYES:	Steven Wilcoxon, Nicole Brown, Lois Richardson, and Annie Somerville
NAYS:	Jennifer Symanns
ABSENT:	Beth Bashert and Anthony Morgan

XIII. LIAISON REPORTS

1. SEMCOG Update - none
2. Washtenaw Area Transportation Study - none
3. Urban County - none
4. Ypsilanti Downtown Development Authority - none
5. Friends of Rutherford Pool - none
6. Housing Equity Leadership Team - none

XIV. COUNCIL PROPOSED BUSINESS

Symanns

None

Brown

1. Pleased Truancy ordinance was removed and suggested hiring a social worker.
2. Concerned about the decommissioning on Anne Brown.
3. Reminded Council to be supportive of staff.

Somerville

1. Spoke against truancy ordinance.
2. Will contact Mr. Meyers about tree complaints.

Wilcoxon

1. Asked for schedule for bumpouts on Congress
2. Asked about temporary parking/ visitor permits.
3. Going through late Council Member Murdock's belongings

Richardson

1. Community Dinner at Parkridge on Monday
2. Fundraiser for a new kitchen at Parkridge
3. Abaco Fundraiser

XV. COMMUNICATIONS FROM THE MAYOR

XVI. COMMUNICATIONS FROM THE CITY MANAGER

XVII. COMMUNICATIONS

NOMINATIONS

- a) **Huron River Watershed Council**
Lisa Wozniak- Exp. 11/19/2021
1018 Congress St.

Ypsilanti, MI 48197

b) Huron River Watershed Council

Elijah Shalis - Exp. 12/5/2021

1066 Louise St. #3

Ypsilanti, MI 48197

Council Member Wilcoxon stated that the applicant does not seem qualified for the position.

c) Historic District Commission (added)

James Chestnut

1223 Sherman St

Ypsilanti, MI 48197

d) Ypsilanti Housing Commission (added)

Yen Azzaro - Exp. 11/19/2024

621 N. Adams St.

Ypsilanti, MI 48197

e) Proposed Washtenaw County Regional Resource Management Authority (WRRMA) FY 2020 Budget (added)

XVIII. PUBLIC COMMENT (3 MINUTES)

XIX. REMARKS FROM THE MAYOR

XX. ADJOURNMENT

- a) Resolution No. 2019-277, adjourning the City Council Meeting.

The meeting was adjourned at 11:09 p.m.

- b) Please click [here](#) to access the City Council Contact Form. This form can be used to submit any comments/concerns you might have about this agenda.



MINUTES

GOAL SESSIONS Meeting

6:00 PM - Tuesday, December 3, 2019
Council Chambers

The GOAL SESSIONS of the City of Ypsilanti was called to order on Tuesday, December 3, 2019, at 6:00 PM, in the Council Chambers, with the following members present:

PRESENT: Council Member Steven Wilcoxon, Council Member Nicole Brown, Mayor Pro-Tem Lois Richardson, Mayor Beth Bashert, Council Member Anthony Morgan, and Council Member Annie Somerville

ABSENT: Council Member Jennifer Symanns

I. CALL TO ORDER

The meeting was called to order at 6:00 p.m.

II. ROLL CALL

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

The agenda was approved as submitted.

VI. INTRODUCTIONS

Mayor Bashert introduced the following people: Dr. Morgan Milner, Fire Chief Hobbs, DPS Ron Akers, Economic Development Director Joe Meyers, DDA Director Christopher Jacobs, Police Chief DeGuisti, Finance Director Rheagan Basabica, Interim Human Resources Director Kim Jacobs, Assistant to the City Manager Jackie Jones, Assistant City Attorney Karl Barr, City Clerk Andrew Hellenga, and City Manager Frances McMullan

VII. PUBLIC COMMENT (3 MINUTES)

8 people spoke.

VIII. RESOLUTIONS/MOTIONS/DISCUSSIONS

- a) Resolution No. 2019-278, appointing a delegate and alternate to the Washtenaw Regional Resource Management Authority.

Council Member Steven Wilcoxen moved, seconded by Mayor Pro-Tem Lois Richardson, to approve Resolution No. 2019- 278.

RESULT:	CARRIED.
MOVER:	Council Member Steven Wilcoxen
SECONDER:	Mayor Pro-Tem Lois Richardson
AYES:	Steven Wilcoxen, Nicole Brown, Lois Richardson, Beth Bashert, Anthony Morgan, and Annie Somerville
ABSENT:	Jennifer Symanns

- b) Discussion of Goals for 2020/21 and 2021/22, with Dr. Morgan Milner, Eastern Michigan University

Dr. Milner provided an explanation about the goal setting process.

Mayor Bashert presented her goals. Fire Chief Hobbs asked about the barriers to recycling. Council Member Somerville asked DPS Director Akers about residential recycling above commercial benefits. Mr. Akers provided some information about current recycling options that DPS is looking into.

Mayor Pro-Tem Richardson presented her goals.

Council Member Brown presented her goals. Council Member Morgan asked about what would improve positive working environment between staff and Council. Ms. Brown responded that respecting opinions and communicating effectively and respectfully would be helpful.

Council Member Morgan presented his goals.

Council Member Wilcoxen presented his goals.

Council Member Somerville presented her goals. Ms. Bashert appreciated Ms. Somerville's advocacy for Frog Island, but it expressed caution about light pollution. Ms. Bashert added that she is interested in the social worker at the police department.

Ms. Richardson added that there needs to be a hawk light at Hamilton and Towne Center. Mr. Wilcoxen asked if the Border to Border Trail through Frog Island will have lighting. Mr. Akers stated that there are not set plans for lighting, but they are looking into options. Ms. Somerville added that she would like speed reduction on Cross from Depot Town to EMU.

Council took a five-minute break.

City Manager McMullan presented her goals. Mr. Morgan asked if it was possible to use the compensation study for the whole city. Ms. McMullan stated that it would be shared as much as possible.

Economic Director Meyers presented goals for the Community and Economic Development Department.

Chief DeGuisti provided goals for the Police Department. Ms. Brown asked if the mental health officers are first aid trained. Chief DeGuisti responded that most of

them are and further training is part of the One Mind Campaign. Ms. Somerville suggested collaborating with MSW students at EMU and UM. Morgan asked if the One Mind Campaign will also help homeless youth. Chief DeGuisti responded that the One Mind campaign is focused on mental health, but other initiatives are more directed to youth. Mayor Bashert asked about body cams. Chief replied that cameras are working well and is interested in looking at vehicle cameras. Ms. Somerville asked about safety lights for employees. Cheif DeGuisti to look into it.

Fire Chief Hobbs presented goals for the Fire Department.

DPS Director Akers presented goals for the Department of Public Services. Ms. Somerville suggested turning the grass into rain gardens to remove the need to mow.

Ms. Richardson thanked Mr. Akers for fixing the heating at Parkridge.

Christopher Jacobs presented goals for the DDA.

Finance Director Rheagan Basabica presented goals for the Finance and Treasury Departments.

Interim Human Resources Director Kim Jones presented goals for the Human Resources Department.

City Clerk Andrew Hellenga presented goals for the Clerk Department. Mayor Bashert spoke in favor of training.

Assistant City Attorney Karl Barr presented goals for the City Attorney's Office.

Dr. Milner explained the process for the next goal session. Mayor Bashert thanked Dr. Milner for his work.

IX. COMMUNICATIONS

Council Member Brown asked if a mattress in the yard had been removed. City Manager McMullan stated that it had been removed. Mayor Pro-Tem Richardson asked about the dangerous building on Grove and Prospect. Council Member Somerville stated that residents should not be cited for snow that is pushed on the sidewalk during street plowing.

NOMINATIONS

Mayor Bashert stated her reasons for nominating Mr. Ajlouny.

- a) Downtown Development Authority**
Paul Ajlouny (Exp. 7/1/2022) - **New Appointment**
2196 Vail Ct
Ann Arbor, MI 48108

X. PUBLIC COMMENT (3 MINUTES)

5 people spoke.

XI. REMARKS FROM THE MAYOR

Mayor Bashert expressed excitement for the goals submitted. Ms. Bashert apologized to Chief DeGuisti for her behavior last week. Ms. Bashert added that the Freighthouse is a difficult situation and would like to be transparent during the process.

Mayor Pro-Tem Richardson spoke against the removal of Anne Brown from the Huron River Watershed Council. Ms. Richardson added that there is not enough effort to get minority members on commissions. Council Member Brown spoke against the removal of Anne Brown and added that Council should have a more active role in commission appointments. Ms. Brown added that Council should be informed when a commissioner is not reappointed. Ms. Somerville stated that she will follow up about the weed ordinance and spoke against Anne Brown's removal.

Mayor Bashert stated that she is still learning the commission appointment process and would like a formal removal process. Ms. Bashert added her reasons for not reappointing Anne Brown to the Huron River Watershed Council.

XII. CITY MANAGER COMMUNICATIONS

City Manager McMullan thanked staff for their goals.

Ms. McMullan thanked the public for being here and encouraged them to continue to be a part of the process.

- a) Discussion regarding the Capital Improvements Plan is scheduled for the December 17th Goal Session Meeting.

XIII. ADJOURNMENT

The meeting was adjourned at 8:52 p.m.



MINUTES

SPECIAL Meeting

6:30 PM - Tuesday, December 10, 2019
Council Chambers

The SPECIAL of the City of Ypsilanti was called to order on Tuesday, December 10, 2019, at 6:30 PM, in the Council Chambers, with the following members present:

PRESENT: Council Member Jennifer Symanns, Council Member Steven Wilcoxon, Council Member Nicole Brown, Mayor Pro-Tem Lois Richardson, Mayor Beth Bashert, Council Member Anthony Morgan, and Council Member Annie Somerville (8:05 p.m.)

I. CALL TO ORDER

The meeting was called to order at 6:30 p.m.

II. ROLL CALL

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

The agenda was approved as submitted.

VI. CLOSED SESSION - 6:30 PM

- a) Pending Litigation, Collins v the City of Ypsilanti. *MCL 15.268(e)*

Council Member Anthony Morgan moved, seconded by Council Member Jennifer Symanns, to adjourn to closed session.

The meeting was adjourned to close session at 6:32 p.m.

RESULT:	CARRIED.
MOVER:	Council Member Anthony Morgan
SECONDER:	Council Member Jennifer Symanns
AYES:	Jennifer Symanns, Steven Wilcoxon, Nicole Brown, Lois Richardson, Beth Bashert, and Anthony Morgan
ABSENT:	Annie Somerville

Council Member Anthony Morgan moved, seconded by Council Member Jennifer Symanns, to reconvene to open session.

The meeting reconvened to open session at 7:00 p.m.

RESULT:	CARRIED.
MOVER:	Council Member Anthony Morgan
SECONDER:	Council Member Jennifer Symanns
AYES:	Jennifer Symanns, Steven Wilcoxon, Nicole Brown, Lois Richardson, Beth Bashert, and Anthony Morgan
ABSENT:	Annie Somerville

VII. PUBLIC COMMENT (3 MINUTES)

Two people spoke.

VIII. REMARKS FROM THE MAYOR

IX. WORK SESSION - 7:00 PM

a) Road Infrastructure Work Session - OHM

DPS Director Akers provided a brief introduction to the work session.

Mr. Kent Early, OHM, provided an update about road infrastructure and future projects.

Council Member Morgan asked about the cost of bridge inspection and the Paser scale. Mr. Early responded that the bridge inspection would cost \$4-5,000 and the Paser scale is mostly a visual condition of the pavement. Council Member Wilcoxon asked about requirements for non-motorized elements. Mr. Early responded that there are no federal requirements, but there may be local requirements. Mr. Morgan asked how many miles of dedicated bicycle lanes are in the city. Mr. Early stated that he will look into it. Mayor Bashert asked if the storm sewers will be able to handle an increase frequency and intensity of storms. Mr. Early stated that this is a consideration. City Manager McMullan stated that the I-94 project will mostly be covered by MDOT and matching grants.

Mr. Akers asked for direction about how to allocate the county millage on city local roads. Mr. Morgan stated that is an important to get some work done. Council Member Brown asked for recommendations or options for Council. Mr. Wilcoxon asked for a map overlay of the Paser ratings and if some local projects could be included in major projects. Ms. Bashert suggested that DPS and OHM develop a shorter list of roads with low Paser ratings with the greatest traffic and present that to Council. Ms. Bashert thanked Mr. Early for his presentation.

Mr. Akers provided an overview of current environmental services provided. Council Member Somerville asked if a local drop off center would allow glass recycling. Mr. Akers responded that there would be an effort, but details would have to be established. Council Member Symanns asked if there are grants available and spoke in favor of a partnership with EMU. Mr. Akers discussed some other recycling options. Mr. Morgan asked about siting requirements. Mr. Akers stated that requirements include size, not in flood area, and non-residential. Mr. Wilcoxon suggested a location near the cemetery and asked about the relationship with Recycle Ann Arbor. Mr.

Wilcoxon asked how costs compare between have drop off events and a facility within the city. Ms. Bashert stated that EMU was open to collaborating over a site. Mr. Wilcoxon suggested encouraging that residents to compost on their own property.

Mr. Akers asked about Council's priorities. Mayor Pro-Tem Richardson stated that expanding recycling and community education and outreach are her priorities. Ms. Brown stated that recycling in the parks and community education and outreach are priorities. Ms. Symanns and Mr. Morgan stated that recycling in parks and downtown, measuring expanding recycling, and education and outreach are their priorities. Mr. Wilcoxon stated that community education will be done by WRRMA. He stated that multi-family recycling should be a priority. Ms. Somerville stated that a drop off center and curbside are her priorities. Ms. Bashert stated that public recycling should be a priority.

- b) Recycling Services Work Session - Department of Public Services Environmental Division

X. PUBLIC COMMENT (3 MINUTES)

Two people spoke.

XI. REMARKS FROM THE MAYOR

XII. COMMUNICATIONS - ADDED

- a) **NOMINATION**

Ypsilanti Housing Commission - Reappointment

Tasha Palmer (Exp. 12/31/2024)

733 Maus

Ypsilanti, MI 48198

XIII. ADJOURNMENT

The meeting was adjourned at 9:24 p.m.



MINUTES

GOAL SESSIONS Meeting

6:00 PM - Tuesday, December 17, 2019
Council Chambers

The GOAL SESSIONS of the City of Ypsilanti was called to order on Tuesday, December 17, 2019, at 6:00 PM, in the Council Chambers, with the following members present:

PRESENT: Council Member Jennifer Symanns, Council Member Steven Wilcoxon, Council Member Nicole Brown, Mayor Pro-Tem Lois Richardson, Mayor Beth Bashert, Council Member Anthony Morgan, and Council Member Annie Somerville

I. CALL TO ORDER

The meeting was called to order at 6:00 p.m.

II. ROLL CALL

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

The agenda was approved as submitted.

VI. INTRODUCTIONS

The Mayor introduced the following people: Economic Development Director Joe Meyers, DPS Director Ron Akers, DDA Director Christopher Jacobs, Fire Chief Ken Hobbs, Interim Human Resources Director Kim Jones, Treasurer and Finance Director Rheagan Basabica, City Clerk Andrew Hellenga, Deputy City Clerk Sarah Stachnik, Project Manager Bonnie Wessler, City Attorney John Barr, City Manager Frances McMullan, Ypsilanti Housing Commissioner Tasha Palmer, and Ethics Board Member Brian Geiringer.

VII. PUBLIC COMMENT (3 MINUTES)

Nine people spoke.

VIII. RESOLUTIONS/MOTIONS/DISCUSSIONS

- a) Resolution No. 2019-279, approving appointments to boards and commissions.

Mayor Pro-Tem Lois Richardson moved, seconded by Council Member Steven Wilcoxon, to approve Resolution No. 2019-279.

RESULT:	CARRIED.
MOVER:	Mayor Pro-Tem Lois Richardson
SECONDER:	Council Member Steven Wilcoxon
AYES:	Jennifer Symanns, Steven Wilcoxon, Nicole Brown, Lois Richardson, Beth Bashert, and Annie Somerville
ABSENT:	Anthony Morgan

- b) Resolution No. 2019-280, approving appointment of non-resident to boards and commissions.

Council Member Steven Wilcoxon moved, seconded by Council Member Annie Somerville, to approve Resolution No. 2019-280.

RESULT:	CARRIED.
MOVER:	Council Member Steven Wilcoxon
SECONDER:	Council Member Annie Somerville
AYES:	Jennifer Symanns, Steven Wilcoxon, Nicole Brown, Lois Richardson, Beth Bashert, and Annie Somerville
ABSENT:	Anthony Morgan

- c) Discussion of Goals for 2020/21 and 2021/22, with Dr. Morgan Milner, Eastern Michigan University

Dr. Milner explained the goal setting process.

Council members and department heads prioritized their goals in each category. Mayor Bashert complemented the goals that were presented and thanked Dr. Milner for his guidance in the process. Council Member Brown stated that there are some goals that should be part of the process even if they do not have the most votes. City Manager McMullan added that many of these goals will be part of the budgeting process.

Council took a ten-minute break.

Mayor Bashert advanced to the next agenda item while Dr. Milner tallied the votes.

- d) Discussion regarding the FY 2020-2021 Capital Improvements Plan.

Project Manager Wessler explained the purpose and goals of the CIP. Council Member Morgan asked about the criteria for the CIP. Ms. Wessler stated that it typically costs more than \$8,000, lasts more than one year, and depreciates over time. Mayor Bashert asked when the CIP committee will be meeting. Ms. Wessler stated that they will be meeting in March and will continue to move up the process.

- e) Second Phase of Discussion of Goals for 2020/21 and 2021/22, with Dr. Morgan Milner, Eastern Michigan University

Dr. Milner presented the top goals for staff and Council. Dr. Milner will provide the report to the City Manager. Mayor Bashert expressed excitement that staff and Council had similar goals.

- f) Discussion regarding Marihuana Local Permitting Process (added)

Council Member Wilcoxon asked about the public notice for marijuana. City Manager McMullan stated the public notice was intended to set the deadlines, not the process. Economic Development Meyers stated that the purpose for sending out the public notice was to make it clear that applications will not be accepted on January 2, 2020. Mr. Meyers distributed the initial draft of the marijuana rubric to score new facilities. Council discussed the permitting process.

IX. COUNCIL PROPOSED BUSINESS

Somerville

1. Wants speed reduction on Cross and four-way stops at dangerous intersections.

Morgan

1. EMU and UM student holiday events for families of victims of gun violence.

Brown

1. EMU Epsilon Eta Alpha Phi Alpha Fraternity Inc. had a cleanup day.

Richardson

1. Christmas Party and dinner at Parkridge.
2. Fire Department Holiday party was very nice and the department should be valued more.
3. Wished everyone a happy holiday season.

X. COMMUNICATIONS FROM THE MAYOR

1. First Bicentennial planning meeting went well.
2. Ypsilanti Symphony Orchestra concert was a great event.

XI. COMMUNICATIONS FROM THE CITY MANAGER

XII. COMMUNICATIONS

XIII. PUBLIC COMMENT (3 MINUTES)

Three people spoke.

XIV. REMARKS FROM THE MAYOR

XV. ADJOURNMENT

The meeting was adjourned at 8:35 p.m.



Resolution No. 2020-009
January 14, 2020

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, Ypsilanti Township recently approved Resolution 2019-60, entitled "Resolution of Intent" regarding the construction of a YMCA facility on the former Seaver Farm Property; and

WHEREAS, Eastern Washtenaw County, and its residents, have been greatly disadvantaged by the lack of recreational facilities on this side of the county; and

WHEREAS, Recreational facilities provide safe and adequately equipped spaces for physical activities, creating an environment for local mentorship programs, providing leadership development for local youth of the community; and

WHEREAS, Maintaining an active lifestyle is foundational to a happy and healthy life for all age categories; and

WHEREAS, the development of a YMCA Facility will not only assist Eastern Washtenaw County residents maintain a healthy life style, but help to develop this regions leaders into the future.

NOW THEREFORE BE IT RESOLVED THAT the Ypsilanti City Council fully supports the construction of the YMCA Facility on the former Seaver Farm Property in Ypsilanti Township.

BE IT FURTHER RESOLVED THAT the Ypsilanti City Council directs the City Clerk to forward this resolution of support to Ypsilanti Township.

OFFERED BY: _____

SECONDED BY: _____

YES:

NO:

ABSENT:

VOTE:

#Resolution No. 2020-009

This resolution is adopted by the Council of the City of Ypsilanti and approved by the Mayor this
14 day of January 2020

#Resolution No. 2020-009

Charter Township of Ypsilanti

RESOLUTION 2019-60

Resolution of Intent for the Charter Township of Ypsilanti to Convey 24.975 Acres Located at 1500 S. Huron Road to the Ann Arbor YMCA Conditioned Upon the YMCA to Construct and Operate a Recreational Facility Contingent Upon the Completion of YMCA's Due Diligent Investigations Including the Completion of a Feasibility Study and the Approval by the Parties of a Mutually Acceptable "Memorandum of Understanding" Setting Forth the Rights and Responsibilities of the Township and the Ann Arbor YMCA

WHEREAS, on **November 18, 2013** the Ypsilanti Township Board of Trustees approved Resolution Number 2003-13 wherein the Township Board authorized its professional consultants to proceed with the acquisition of the "**Seaver Farm Property**" located on the west side of Whittaker Road, south of I-94 which comprises approximately 163.382 acres of land, and

WHEREAS, Resolution 2003-13 specifically stated that one of the purposes of the acquisition of the "**Seaver Farm Property**" by the Township was to "...**not only provide a location for future governmental and recreational services needed by the Township's residents**, but would also enable the Township Board to exercise much greater control over the future development in this portion of the Township while also preserving open space and woodlands so as to enhance the quality of life for all of the Township's residents," (emphasis supplied) and

WHEREAS, in 2004 the Township Board pursuant to Township Resolution 2004-49 acquired the "**Seaver Farm Property**" after conducting all of its due diligent investigations which included but was not limited to the following "**Due Diligence Investigation Reports**."

1. **Phase I Environmental Site Assessment**, dated **June 18, 2004** (received **July 2, 2004**)
2. **Phase I Environmental Site Assessment Addendum**, dated **July 5, 2004** (received **July 7, 2004**)
3. **Phase II Subsurface Investigation Report**, dated **August 10, 2004** (received **August 12, 2004**)
4. **Preliminary Wetlands Assessment and Delineation Report**, dated **June 30, 2004** (received **August 5, 2004**); and
5. **Preliminary Wetlands Assessment and Delineation Report**, dated **October 22, 2004**, for the eastern portion of the Seaver Farm Property; and

WHEREAS, at a regular meeting of the Ypsilanti Township Board of Trustees held on **July 16, 2019** the Township Board approved the “**Memorandum**” from Supervisor Brenda L. Stumbo, Clerk Karen Lovejoy Roe and Treasurer Larry Doe (a copy of which is attached hereto and labeled Exhibit A), which Memorandum authorized *inter alia* for the Township’s “...**legal counsel, engineers and departments to assist in gathering information on the Seaver Farm Property as a potential site for a YMCA state of the art programming and recreational facility,**” and

WHEREAS, subsequent to the **July 16, 2019** Township Board meeting, the Township’s designated representatives delivered to the Ann Arbor YMCA President and CEO Toni Kayumi copies of all of the “**Due Diligent Investigation Reports**” that were obtained by the Township in 2004 so as to allow the Ann Arbor YMCA to commence its own “**Due Diligence Investigations**” given that the YMCA had identified a portion of the Seaver Farm Property as a potential site for a new “**State of the Art Facility,**” and

WHEREAS, on **August 20, 2019** Ann Arbor YMCA President and CEO Kayumi appeared before the Township Board to reaffirm the YMCA’s interest in constructing and operating a new state of the art YMCA Recreation Facility on a portion of the Seaver Farm Property that would

include a number of amenities other than recreation including, but not limited to, “...**preschool and after school programming, a summer camp for kids, youth sports, a focus on the educational recreational and socialization aspect of what every child would need, with a commitment to provide service from infants all the way to senior citizens.**” President and CEO Kayumi also stated that the new YMCA would also “...**provide programs for chronic disease prevention and management and explained the many different programs the YMCA would provide for seniors so as to fulfill their mission statement that focuses on ‘Youth Development, Healthy Living and Social Responsibility,’**” and

WHEREAS, during the **August 20, 2019** Township Board Work Session, President and CEO Kayumi emphasized that the future success of a new YMCA to be located on a portion of the Seaver Farm Property would depend upon a “**Public-Private Partnership**” as evident by Ypsilanti Township conveying a portion of the Seaver Farm Property (**24.975 acres**) with further contributions being made by the Washtenaw County Parks and Recreation (**\$30,000**) and the Washtenaw County Board of Commissioners to provide “**in kind services of \$45,000.**” These commitments would allow the Ann Arbor YMCA to conduct the necessary Feasibility Study for the proposed location which in turn will allow the Ann Arbor YMCA to commence with its fundraising campaign for this new state of the art recreational facility, and

WHEREAS President and CEO Kayumi requested the Township Board to commence with the necessary process to commit to the conveyance of approximately 24.95 acres of property located on the Seaver Farm Property which will ultimately result in a “**Mutually Acceptable Memorandum of Understanding between the Township and the YMCA**” wherein it will be the sole responsibility of the YMCA to

construct the new facility as well as to be solely responsible for the operation and maintenance of said facility and

WHEREAS the Township Board, on **August 20, 2019**, authorized Township legal counsel to commence preparing the appropriate documents so as to allow the Ann Arbor YMCA to commence with the necessary "**Feasibility Study**" as referenced herein while also insuring the Township's legal interests in said property are protected, and

WHEREAS Township legal counsel acting in concert with the Assessing Office obtained a professional survey and legal description for the property identified by the YMCA as the best location for the new state of the art recreational facility to be located on a portion of the Seaver Farm Property which survey and legal description was performed by Atwell on **October 16, 2019**, a copy of the survey and legal description being attached hereto and labeled Exhibit B, and

WHEREAS it is the professional opinion of the Township's Assessor Linda Gosselin and Deputy Assessor Brian McCleery that the value of the **24.975 acres** located on the Seaver Farm Property that is the subject of this resolution has a true cash value of **5.4 million dollars**, and

WHEREAS on **October 30, 2019** Deputy Assessor Brian McCleery prepared the necessary land division application for a portion of the Seaver Farm Property resulting in a new Parcel Identification Number and address for the **24.975 acres** for the Ann Arbor YMCA, a copy of Deputy Assessor McCleery's letter being attached hereto along with a copy of the aerial map depicting the **24.975 acres** being labeled Exhibit C, and

WHEREAS on **December 2, 2019** an internal meeting was held with President and CEO Kayumi wherein we discussed the proposed property that was under consideration by the Township Board to be conveyed to YMCA subject to a number of conditions including but not limited to the completion of a Feasibility Study, the financial commitments of other public partners to the new Eastern Washtenaw County YMCA, the completion of

Ann Arbor YMCA's due diligent investigations as well as the drafting and approval by the Township Board of a mutually acceptable "**Memorandum of Understanding Setting Forth the Rights and Responsibilities of the Township and YMCA.**"

**NOW, THEREFORE THE YPSILANTI CHARTER TOWNSHIP
BOARD OF TRUSTEES HEREBY RESOLVES AS FOLLOWS:**

1. That the Ypsilanti Township Board approves **Resolution 2019-60** for the express purpose of conveying **24.975 acres** of property located at 1500 S. Huron Road to the Ann Arbor YMCA and conditioned upon the YMCA constructing and operating a new state of the art recreational facility for the benefit of Eastern Washtenaw County.
2. That the Ann Arbor YMCA complete all necessary due diligence investigations including the "**Feasibility Study**" and provide a copy of the Feasibility Study to the Township Board and legal counsel as soon as said Study has been completed.
3. That once the Feasibility Study has been completed that the Ann Arbor YMCA proceed with its Fundraising Campaign that will include a number of stakeholders from the public and private sectors.
4. That Resolution 2019-60 entitled "**Resolution of Intent**" shall remain in full force and effect for a period of one year so as to allow the Township and the Ann Arbor YMCA to prepare and submit for approval to the Township Board and the YMCA Board of Directors a mutually acceptable "**Memorandum of Understanding**" setting forth the rights and responsibilities of the Township and YMCA as it pertains to the construction and operation of the new facility located on the **24.975 acres** of the former Seaver Farm Property.
5. That this Resolution of Intent may be extended for an additional period of time (if necessary) upon approval by the Ypsilanti Township Board of Trustees otherwise said Resolution shall be rendered null and void in the event the parties do not approve a "**Memorandum of**

Understanding” within one year from the date of Resolution 2019-60 as it
pertains to the construction and operation of the new YMCA facility.

I, Karen Lovejoy Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify the above resolution is a true and exact copy of Resolution No. 2019-60 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on December 17, 2019.

Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

EXHIBITS

- A - **July 8, 2019** Memorandum from Supervisor Brenda L. Stumbo, Clerk Karen Lovejoy Roe and Treasurer Larry Doe addressed to the Ypsilanti Township Board of Trustees
- B - **October 16, 2019** Survey and Legal Description of the Seaver Farm Property performed by Atwell which depicts the new legal description for the proposed YMCA
- C - **October 30, 2019** Letter from Deputy Assessor Brian McCleery addressed to Supervisor Stumbo confirming the new Parcel Identification Number for the proposed YMCA property located at 1500 S. Huron Road comprising 24.975 acres along with a copy of the aerial photograph depicting the property



REQUEST FOR LEGISLATION

TO: Mayor and City Council
FROM: Christopher Jacobs, Joe Meyers
DATE: January 14, 2020
SUBJECT: Rutherford Pool and 448 S. Huron Budget Amendment

DESCRIPTION:

Rutherford Pool and 448 S. Huron Budget Amendment

SUMMARY:

In April of 2018, the City applied for a \$300,000 grant for Rutherford Pool Renovations from the Michigan Department of Natural Resources Land and Water Conservation Fund. We were awarded the grant in November 2018 and received our first request for payment on the project in January 2020. The total budget for the project is just under \$600,000 with \$300,000 coming from the State of Michigan, 265,500 coming from the Friends of the Rutherford Pool, \$25,000 coming from the city of Ypsilanti and \$20,000 coming from Washtenaw County.

Additionally in November 2019, the city accepted a bid to demolish the City owned house at 448 S. Huron. The funding for this will come from Washtenaw County CDBG funding and the total amount for the demolition of the property. This project will not exceed \$25,000, the amount allocated for the project by the county.

Attached are the budget amendments necessary to pay the invoices.

RECOMMENDED ACTION: Approve Budget Amendment

ATTACHMENTS: Budget Amendment Request

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: _____

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____



Resolution No. 2020-010
January 14, 2020

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, The City of Ypsilanti approved the submittal and acceptance of the Friends of the Rutherford Pool; and

WHEREAS, the city has made a goal of demolishing dangerous buildings in the city; and

WHEREAS, all but \$25,000 for the Rutherford Pool is coming from other sources;

NOW THEREFORE BE IT RESOLVED THAT the Ypsilanti City Council authorizes the City Manager to adjust city budget pay the invoices for renovation of the Rutherford Pool and the demolition of 448 S. Huron.

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 14 day of January 2020

#Resolution No. 2020-010

BUDGET ADJUSTMENT WORKSHEET

AMENDMENT#:

[illegible]

NET CHANGE IN BUDGET:	600,000	625,000
------------------------------	---------	---------

Date: _____

Date: _____

S:\Clerk's Office\CITY COUNCIL MEETINGS\CITY COUNCIL MEETINGS\2020 City Council Meetings\1-14-20\Rutherford\Budget Amendment Community Development Grants.xls

x]Sheet1



Ypsilanti City Council 2020+ Goal-Setting Report

Overview:

City Council and Administrative Staff held two goal-setting meetings in December 2019 to establish priorities for FY2020+. After generating goals from each council member and administrative area, council and staff voted on their priority preferences.

Priority Areas

Goals were organized across 3 areas of development

- Community Engagement
- City Infrastructure
- Council and Staff

The following is a summary of priorities and goals as surfaced by the City of Ypsilanti Council, with input from administration and staff.

Prepared by:

Morgan Milner, PhD
Organization & Talent Development
drmmilner@gmail.com

How to read this report...

- Each priority area lists goals consolidated from council and staff input
- Goals are sorted by Council support (primary) and Staff support (secondary)
- Total Support indicates the combined support from Council and Staff
- Goals marked in BOLD indicate top goals based upon Council support
- Goals marked in RED indicate a difference of 4 or more between Council support and Staff support.

Recommendations for interpretation

2020/2021

2020 and 2021 goals are consolidated to follow best practices of multi-year budgeting. If a goal is completed in 2020, subsequent goals may be pursued in 2021. The City Manager, as budget manager, must use discretion of project timing accordingly when presenting multi-year budgets. In general, multi-year municipal budgets would entail a strong Year 1 budget and estimated Year 2 expenditures. The Year 2 estimates would require revisions as 2020 goals are pursued.

Responsible Department

Goals identified as top priorities by Council may originate from council members or one of several departments. The City Manager will use discretion to assign goal responsibility to the respective department. Please reference the spreadsheet included in this report (City of Ypsilanti 2020/2021 Goals) to determine goal specifics, such as originating department and related tasks. As the City Manager develops final goals and budgets, it will be important to balance goal priority and effort between departments.

Council/Staff Divergence

In general, council and staff reached consensus for many of the goals. Goals in which council and staff differed by 4 or more votes are highlighted in red. These goals represent a divergence in priorities (and perspectives) between City Council and City Staff. I recommend that Council review these goals and seek to understand the differences between Council and Staff's perspectives. These goals represent potential opportunities where agreement may be sought as well as opportunities for Council to support Staff priorities.

Next Action Steps

Once goals have been prioritized, the City Manager will undergo the established practice of goal formalization as part of the annual budget process.

If you have any questions regarding this report, interpretations of this data or clarifications of the process used to prioritize goals, please contact Morgan Milner for response.

Morgan Milner, PhD
drmmilner@gmail.com
734-773-7944

Community - Connection

Council Vote	Staff Vote	Total Support	
6	7	13	Develop and implement comprehensive communication plan including modern website
4	4	8	Recalibrate relationship with Freighthouse org to pay for parks and rec expenses
4	3	7	Provide Youth Mini grants to support youth initiatives
3	6	9	Provide entertainment at Frog Island amphitheater
3	3	6	Improve voter turnout through voter registration initiatives
3	3	6	Install 3-4 flyer kiosks for better communication
3	2	5	Seek Governmental Partnerships/Agreements with neighboring cities
2	6	8	Improve See.Click.Fix portal
2	5	7	Assist in functionality of Boards and Commission by holding training
2	4	6	Effectively Administer 2020 Elections
2	3	5	Improve Council meeting prep and transparency in communication
1	4	5	Create/Sponsor Ypsi Art Prize to incorporate Public Art opportunities
0	4	4	Offer Historic Walking Tours May - Oct
0	2	2	Utilize funding for public art on city trucks (YCS Art Students)
0	1	1	Live stream board and commission meetings

Community - Safety

Council Vote	Staff Vote	Total Support	
6	8	14	Implement Community Policing Philosophy to enhance safety of all residents, businesses, and visitors
6	6	12	Create a Mental Health Response Team
5	5	10	Hire a Social worker within YPD for support, crisis intervention
4	5	9	Establish a Detective Bureau
4	4	8	Use mental health millage money for the police department community policing and another officer
4	4	8	Establish the COPCRU (Community Oriented Policing Crime Reduction Unit).
3	8	11	Address security problems reported by Downtown Business Owners
0	2	2	Install a city wide surveillance system, cameras/technology

Infrastructure - Commons

Council Vote	Staff Vote	Total Support	
5	5	10	Re-establish our Parks and Rec Department
3	6	9	Repair the city's sidewalks to code
3	5	8	Continue to upgrade existing park facilities and maintenance.
3	5	8	Continue to implement the City's parking strategy.
3	4	7	Remove Peninsular Dam: engineering study; public engagement
2	5	7	Complete road improvement projects as fiscal constraints allow.
2	0	2	Determine Viability of Water & Water System
0	0	0	Seamless transition to new downtown permit parking location
0	0	0	Monetize Maple Street Lot

Infrastructure - Safety

Council Vote	Staff Vote	Total Support	
5	3	8	Replacement of police In-Car Camera System
4	4	8	Install crosswalk on Huron at RAC
3	4	7	Implement traffic calming and road diet measures
3	3	6	Replace police AFIS (fingerprinting) Machine
2	2	4	Install 4-way stops at dangerous intersections
2	0	2	Speed limit reduction from Cross St to EMU Campus
1	2	3	Install Hawk Light on Hamilton and Michigan Ave
0	7	7	Install lighting at Frog Island
0	5	5	Implement "snow buddies" sidewalk maintenance program

Infrastructure - Sustainability

Council Vote	Staff Vote	Total Support
5	8	13
4	8	12
3	2	5
2	1	3
2	0	2
0	2	2

Increase recycling: Our current levels are lower than the region (about 50%).

Digitize Financial Records

Create a fueling system that will allow our city to buy vehicles that are alternative fuel.

Convert grass medians into rain gardens to reduce mowing

Reduce green greenhouse gas emissions from the DPS fleet.

Attain carbon neutrality for city (government)

Infrastructure - Buildings

Council Vote	Staff Vote	Total Support
5	9	14
5	7	12
3	4	7
1	0	1

Redevelop Long Term Vacant Sites in the City

Develop plan to provide regular maintenance schedules for city facilities.

Increased Vacant and Dangerous Building Enforcement

Fix River Street

Infrastructure - Office

Council Vote	Staff Vote	Total Support
4	6	10
3	1	4
0	3	3

Reduce Manual Process and Automate

Implement an Environmentally Friendly Office

Clean and Organize Offices

Council/Staff Workflow

Council Vote	Staff Vote	Total Support	
7	7	14	Addition of Records Clerk to increase efficiency and keep windows open Fridays
6	3	9	Complete Chapter 8: adult use cannabis and zoning code
5	9	14	Compensation Study of Non-Union employees to structure salary scale
5	7	12	Complete the Master plan and Sustainability Plan and update the Parks and Recreation Plan.
3	9	12	Implement Electronic payment to vendors and employees
3	5	8	Increase efficiency in polling location management, purchase new epollbooks
3	5	8	Complete the Rutherford Pool MDNR Grant & work on TAP Grant, CRISI Grant, and EGLE Grant
3	4	7	Capture all outstanding AHB fines by placing assessment on Summer Tax Bill
3	2	5	Formulate an Equity Identifier tool to ensure equity in decision-making
2	7	9	Increase Efficiency in Parking Collections by implementing online renewal/permit system.
2	3	5	Reorganize third floor so everyone checks into a central front desk
2	3	5	City Manager investigate Congressional Partners-Feet on the Ground Federal Grant Writing Agency.
2	1	3	Hire part-time staff to write news releases for website
0	1	1	Increase Efficiency in the Building Department

Council/Staff Development

Council Vote	Staff Vote	Total Support	
5	4	9	Promote Organizational Diversity & Inclusion in staffing and recruiting
4	5	9	Develop positive staff/council work relations (Communication, Team building, etc.)
4	5	9	Improve customer management by holding training for frontline staff
2	6	8	Procedural Justice Training Series for police officers
2	4	6	Complete MACP Accreditation for Police
2	4	6	Noxious weed identification training for code officers
2	2	4	Complete requirements of One Mind Campaign-Mental Health Initiative



INFORMATION MEMORANDUM

1/09/2020

To: Mayor and City Council

From: Joe Meyers, Director of Economic Development

Subject: Marihuana Rubric

I have reviewed the comments (paraphrased) of council and below is staffs response to the original rubric:

1. How would staff review the history of operating business? The history of operating a business is meant to see if the applicant has any experience in the ownership or management of a business. This is not meant to be solely a marihuana business.
2. How does staff distinguish between good business plans vs bad business plans? Staff will use the checklist to determine the validity of the business plan. Looking at the amount of capital, along with the hiring and economic benefit, energy standards, and master plan elements to objectively grade each business plans.
3. Can the city review the sources of funding on the applicants? As most of the marihuana businesses are not allowed to utilize typical banking regulated by the United States of America, it would be extremely challenging and time-consuming for staff to do a proper sources of funding check.
4. Can the capital requirements be removed? Staff has included a section for social equity applicants placing a larger amount of points to a social equity license than the capital requirements. Staff feels that there is a need to include capital requirements as it will take capital to open any facility.
5. How does the security plan differ from the state emergency rules? This section is not meant to differ from the emergency rules. Staff is trying to ensure that all applicants will have a security plan
6. Why is a security plan a low priority in the rubric? The like mentioned above, the state regulates all security measures in marihuana facilities. Staff is requesting that the applicant is creating a plan and filing with the city as well as the state.
7. Why is opening a facility within a month the same weight as a city resident owning 51% of the ownership of facility? The reason for the large weight on opening the facility

quickly is to activate spaces quickly but the points available for city residents has been increased

8. Wouldn't any facility need to meet the current energy code? Some facilities would not be required to update their building to the current electrical system if there is no change of use or no electrical upgrades.
9. Why are bike racks only 1 point on the checklist? Bike racks would be required per site plan reviews and we are encouraging them by adding a point to have them on the front/main entrance.
10. Section 10 seems redundant since all applications needs to be complete. Can you explain why this section is necessary? Staff believes that section 10 is necessary as it includes all paperwork. While the application is necessary to be completed in full, there are multiple sets of paperwork that are required like the volunteerism plan, business plan and security plan that will be used to complete this section. The volunteerism plan is meant to include all areas that the applicant is going to work with the community and judged subjectively and blindly.
11. Can the city require community investment plans? Staff has reviewed this requirement at great length and it is challenging to find a way to judge a community investment plan objectively. For this reason, staff has included the volunteerism plan that will be judged objectively.
12. Can we give higher consideration for the non-profits or L3C? Staff believes that this may be challenging as we are unaware of the federal government allowing non-profits or L3C's to operate marihuana businesses.
13. Can staff investigate how the city of Chicago and the State of Illinois are working to reactivate abandoned spaces and help train low income, disadvantaged individuals? Staff has done some preliminary research but requests additional information to help in finding this information.
14. Are businesses going to be weighted separately or together? Staff made the recommendation to judge all applications together when buffers were contained in the zoning ordinance. Staff will reevaluate this requirement once the zoning ordinance is updated to see if this still makes sense.

Please let us know if you have any further questions.

Each Marihuana Permit Application will be processed through a merit based review scoring system. A City staffed selection committee will rely on a weighted scoring rubric to evaluate each application. The total possible number of points for an individual application is 158. Once scored, the applications will be ranked highest to lowest with the Highest being the first license to be issued. The applicant will be required to create a plan that clearly states the criteria listed below and shall be notarized to the truthfulness of the application. No sample plans will be distributed. Once the scoring has taken place, staff will place all applications with personal information (addresses redacted on the city's website for transparency.

	Points Available	Points Given (City Use Only)
1. Qualifications of the Applicant		
a. Applicant demonstrates a history of operating a business - More than 2 years experience	1	
b. Applicant demonstrates a history of operating a business - More than 5 years experience	3	
c. Applicant Is a City of Ypsilanti resident, or if the applicant is a corporate entity, partnership, LLC or Trust, 25-50% of the owners or partners must be City of Ypsilanti Residents	10	
d. Applicant Is a City of Ypsilanti resident, or if the applicant is a corporate entity, partnership, LLC or Trust, 51% of the owners or partners must be City of Ypsilanti Residents	20	
2. Ability to operate		
a. Business plan	1	
b. Applicant presents a detailed description of estimated capital of at least \$300,000	2	
c. Applicant presents a detailed description of estimated capital of at least \$500,000	3	
d. Applicant presents a detailed description of estimated capital of at least \$900,000	4	
e. Applicants business plan includes daily operations schedule	1	
f. Applicants presents a proposed staffing plan, complete with descriptions of duties proposed wages and employee qualifications/hiring criteria	1	
g. Applicant presents a documented employee policy book and code of ethics to ensure honesty and integrity of employees	1	
3. Security Plan		
a. Applicant presents a plan to deter and prevent unauthorized entrance to the facility	1	
b. Applicant present a plan to deter and prevent theft and diversion	1	
c. Applicant presents a plan for 24/7 video surveillance, both inside and outside the facility with an agreement to share data with the police	1	

4. Timeline to open		
a. Facility will be open and operational 6 months after issuance of full license	1	
b. Facility will be open and operational 3 months after issuance of full license	3	
c. Facility will be open and operational 1 months after issuance of full license	5	
5. Job Creation and Staffing Plan		
a. Applicant proposes in business plan to pay a living wage with benefits	5	
b. Applicant proposes to create at least 6 full time jobs	1	
c. Applicant proposes to create at least 12 full time jobs	3	
d. Applicant proposes to create at least 25 full time jobs	6	
6. Hiring		
a. Applicant has employee development plan for training of employees such as education benefits or on the job training	1	
b. Applicant commits to hiring at least 50% of staff from the City of Ypsilanti	5	
c. Applicant commits to hiring at least 75% of staff from City of Ypsilanti	7	
d. Applicant commits to hiring a City of Ypsilanti/Washtenaw County contractor to complete the necessary work on the building.	5	
7. Applicants plan detailed economic benefit to the city by the way of improvements to real property		
a. A 25% increase in landscaping beyond the minimum landscaping requirement in the zoning ordinance	2	
b. The parking lot is located behind the building.	1	
c. A building exterior that consists, or will consist, of at least 80% brick, stone, stucco, transparent glass, or a combination thereof.	5	
d. A façade fronting a street that consists, or will consist, of at least 35% windows.	3	
e. A façade facing the public entrance to the building that that consists, or will consist, of at least 75% windows.	5	
8. Energy Standards		
a. Entire building meets or will meet the most current adopted version of the Michigan Energy Code for Commercial buildings.	2	
b. Entire building is ENERGY STAR certified and inspected by an ENERGY STAR qualifying person(s).	1	

(If this is applicable, then all items marked with an asterisk* below are also applicable.)		
c. *ENERGY STAR certified water heater or tankless water heater	1	
d. *ENERGY STAR certified appliances (oven, refrigerator, freezer)	1	
e. *ENERGY STAR certified heating and cooling systems (furnace, air conditioning)	1	
f. *ENERGY STAR lighting/fan fixtures	1	
g. *ENERGY STAR certified exterior doors	1	
h. WaterSense labeled lavatory fixtures	1	
i. Carbon filter/scrubber for odor control	1	
9. Master Plan elements to be included in the project		
a. Ability to hold and treat at least 20% more stormwater than the required minimum through rain gardens, underground basins, or other methods approved by the City Department of Public Works (DPW).	3	
b. A roof garden covering at least 50% of the total square feet of the roof area of the principle building, or 2,000 sq. ft. of roof area, whichever is less. The roof garden shall be designed and installed by a qualified entity. A plan(s) for the design, installation, and 2-year maintenance must be submitted with building permit application/plans to fulfill this element.	5	
c. A bicycle rack(s) located by the front or main entrance to accommodate at least 4 bicycles.	1	
d. The site is located within 200 ft. from a transit stop. (Submit transit map.)	5	
e. More than 50% of the electricity for the business comes from solar power.	3	
f. More than 75% of the electricity for the business comes from solar power.	5	
10. Social Equity		
a. Applicant has obtained a license from the social equity program from the State of Michigan	10	
11. Application Requirements		
a. Applicant has filled out the paperwork in full	10	
b. Applicant has received preapproval from the state of Michigan	15	
c. Applicant has submitted a volunteerism plan (community benefits). Volunteerism plans will be scored blindly and need to be placed in a separate sealed envelope with the name of the applicant on the outside. Once received, each volunteerism plan	15	

redacted of identifying information and scored by city staff. The plan found best for the community will score 15 points with others being awarded less than 15 points. Plans shall include the benefit to the neighborhood and community.		
Total Points	158	

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.

Qualifications

Must be a resident/business owner in the city for at least two years. Or Council must determine your expertise is essential and not available in an applicant that meets the qualifications above. Must be eligible to vote in the state if not applying for youth membership.

Name	Anne Stevenson
Email Address	
Address	
City	YPSILANTI
State	MI
Zip Code	48197
Phone Number	
Fax Number	Field not completed.
Number of Years in the Community	15
Ward You Live In	2
Education	Masters in Historic Preservation - EMU
Occupation	Program Development Manager
Employer	Washtenaw Community College
Are you applying for youth membership?	No
Are you registered to vote in the City of Ypsilanti?	Yes

I would like to be considered and could devote sufficient time to serve on the following board or commission:

Historic District Commission

Party Affiliation

Field not completed.

Field not completed.

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

I have a love for architectural history, and feel it is important to help maintain and preserve the historic fabric that makes up the City of Ypsilanti. Working with the Historic District Commission continues to improve Ypsilanti's property values, civic pride and beauty.

Work/volunteer experience related to the board or commission:

707 Collegewood St

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

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Citizen Advisory Boards and Commissions Participation Resume

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Qualifications

Must be a resident/business owner in the city for at least two years. Or Council must determine your expertise is essential and not available in an applicant that meets the qualifications above. Must be eligible to vote in the state if not applying for youth membership.

Name	Madeleine Baier
------	-----------------

Email Address	
---------------	--

Address	
---------	--

City	Ypsilanti
------	-----------

State	Michigan
-------	----------

Zip Code	48197
----------	-------

Phone Number	
--------------	--

Fax Number	Field not completed.
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Number of Years in the Community	7
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Ward You Live In	Field not completed.
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Education	H. S. Graduate
-----------	----------------

Occupation	Retired
------------	---------

Employer	Field not completed.
----------	----------------------

Are you applying for youth membership?	No
--	----

Are you registered to vote in the City of Ypsilanti?	Yes
--	-----

I would like to be considered and could devote sufficient time to serve on the following board or commission:

Police Advisory Commission

Party Affiliation

Field not completed.

Field not completed.

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

In the 7 years I've lived here, I've developed an affinity with this town. Sue Melke was a strong advocate for Ypsilanti in general and Chidester place in particular and a voice for many here who couldn't stand up for themselves. Someone needs to continue this.

Work/volunteer experience related to the board or commission:

Field not completed.

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.

Field not completed.

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Citizen Advisory Boards and Commissions Participation Resume

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Name	Lynne Settles
Email Address	
Address	
City	Ypsilanti
State	MI
Zip Code	48197
Phone Number	
Fax Number	Field not completed.
Number of Years in the Community	6
Ward You Live In	Ypsilanti township
Education	BFA
Occupation	Art teacher
Employer	Ypsilanti community schools
Are you applying for youth membership?	No
Are you registered to vote in the City?	No
I would like to be considered and could devote sufficient time to serve on the following board or commission:	Art Commission

Party Affiliation

Field not completed.

Field not completed.

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

Desire to serve the community, using the arts. I know first hand the Arts can build community. Encouraging participation from all ages and walks of life. The arts can promote economic development by increasing tourism, business and tax revenues, and property values. At the same time beautify our streets while decreasing vandalism. I believe we need more arts leaders who understand and relate to the deeply varied perspectives and life experiences that make up our community.

Work/volunteer experience related to the board or commission:

I am a soon to be retired art teacher with 25 years of experience in the field of art and education for youth of all ages. One of the secrets to having success and working with people is developing and building relationships. I have been fortunate enough to have developed positive relationships with many youth of this community and their parents. In the past 6 years as a teacher at Ypsilanti Community High School. In my short time in Ypsilanti I have been awarded (1)-Exemplary Education Endeavors award by the Ann Arbor/Ypsilanti Regional Chamber Foundation in 2016 (2)-The Mercedes Wauddy Humanitarian Award by the Ypsilanti Community Schools Student Council 2016 (3)-City of Ypsilanti Proclamation for partnership between YCS and the Ypsilanti Community 2016 and most recently DTE art educator of the year 2017. I am one of the founding members of the African American Mural project which guided my students in the completion of 3 community murals related to history. Student involvement in community art events such as Artprize Grand Rapids, Mi. 3 years, and YpsiGlow for 4 years. In 2017 my students organize a Peace March honoring Fredrick Douglas and Martin Luther King jr. Under my leadership students have made several presentations on their community Placebased art projects throughout the state of Michigan. Became of our hard work dedication and commitment Ypsilanti community students have been invited to travel to Washington DC to show off their artwork at the US department of education in 2020.

I understand that appointment to a City of Ypsilanti board or commission requires

Yes

regular attendance at
board meetings.

I hereby certify that all of Yes
the information above is
true.

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Citizen Advisory Boards and Commissions Participation Resume

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Name	Kimmie Dobos Wolfe
Email Address	
Address	
City	Ypsilanti
State	MI
Zip Code	48198
Phone Number	
Fax Number	Field not completed.
Number of Years in the Community	8
Ward You Live In	3
Education	Master's Degree in Historic Preservation- Eastern Michigan University; Bachelor's in Art History- Kent State University
Occupation	Coordinator, Education Programs
Employer	Detroit Institute of Arts
Are you applying for youth membership?	No
Are you registered to vote in the City?	Yes
I would like to be considered and could devote sufficient time to	Art Commission

serve on the following
board or commission:

Party Affiliation

Field not completed.

Field not completed.

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

I am interested in becoming more involved in my community by sharing what I know about and love- art and art engagement. My role at the DIA focuses on facilitating art conversations and showing families how to use the art for personal meaning and group engagement. There is a lot of potential to celebrate the history of Ypsilanti and the community with public art in an engaging way, and I would love to be a part of that conversation.

I am a transplant from Ohio and have enjoyed the positive changes that have been made in Ypsilanti over the past several years, and all of the new businesses and renovations offer the chance to celebrate our growing, diverse city. When I think of idea of bringing more art to Ypsilanti, I see the community focusing on attracting youth and community involvement and targeting family audiences. I think that an art installation project also could involve programs, special events, and art-making to bring people together.

Work/volunteer
experience related to the
board or commission:

My role at the DIA focuses on visitor engagement, art history conversations, and using art for storytelling, games, and personal meaning. I work with people of all ages in various programs which include leading school/adult tours, Minds on Art Alzheimer's programming, Gallery Games and Family Tours programming, and scheduling and training volunteer docents. I have 5 year of prior curatorial experience at Pewabic Pottery and am familiar with working with donors, collectors, and contemporary artists.

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

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Name	Michael McAtee
Email Address	██████████
Address	██████████
City	Ypsilanti
State	MI
Zip Code	48198
Phone Number	██████████
Fax Number	Field not completed.
Number of Years in the Community	9
Ward You Live In	Ward 3
Education	BA Spanish, Indiana University; Graduate Certificate of Business Administration, Eastern Michigan University
Occupation	Librarian
Employer	University of Michigan
Are you applying for youth membership?	No
Are you registered to vote in the City?	Yes
I would like to be considered and could devote sufficient time to serve on the following board or commission:	Art Commission

Party Affiliation

none

Field not completed.

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

Since Pete Murdoch passed, I've been thinking more about what involvement in my community really means, and I think I should be doing more than just voting and jury duty and picking up trash in Prospect Park. While I have been active in my community in the past, it was as a business-owner just out of college. I have been looking for an opportunity to engage at the next level, and I think the Art Commission could strike a balance between what I have to offer and the time I can devote to public service while I complete my master's degree. I enthusiastically agree with the rationale laid out in the Commission's Ordinance and think there's plenty of opportunity to productively engage our arts community, our business community, and the general public to achieve these ends.

Work/volunteer experience related to the board or commission:

Great Lakes Experimental Arts, Inc. / Lakes of Fire, 2013-present - Rothbury, MI - DPW Volunteer / Lead Volunteer from 2013, Department Lead from 2017. This annual art event draws participants primarily from the Great Lakes states and Ontario with the intent to foster art creation. It works from a base principle that art should both be inclusive and invite participation. In my role overseeing event infrastructure (DPW), I work closely with the build team for the centerpiece installation, direct support to other artists and creatives as necessary, and oversee the maintenance of safe access to the art.

Irving Theatre, 2005-2008 - Indianapolis, IN - Owner/Manager Renovated and reopened a theater in the historic Irvington neighborhood (pop. ~11,000). I worked with area artists and musicians to promote the area as an arts district and collaborated to build exhibits and shows. I commissioned a local artist for a mural on an exterior wall and hosted charity fundraising events and youth theater. Efforts like that obviously took the whole village, so to speak, but I'm proud to say that 10 years on, that scene is now well established.

I understand that appointment to a City of Ypsilanti board or commission requires

Yes

regular attendance at
board meetings.

I hereby certify that all of Yes
the information above is
true.

Citizen Advisory Boards and Commissions Participation Resume

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Name	Garrett Schumann
Email Address	
Address	
City	Ypsilanti
State	MI
Zip Code	48197
Phone Number	
Fax Number	Field not completed.
Number of Years in the Community	4
Ward You Live In	2
Education	Doctorate of Musical Arts, Master of Music, Bachelor of Music
Occupation	Part-time collegiate faculty member/Nonprofit arts entrepreneur/Composer
Employer	Western Michigan University/APEX Contemporary Performance
Are you applying for youth membership?	No
Are you registered to vote in the City?	Yes
I would like to be considered and could devote sufficient time to	Art Commission

serve on the following
board or commission:

Party Affiliation

Field not completed.

Field not completed.

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

As an Ypsilanti resident for four years, and a homeowner in Ypsilanti, I am interested in living in a city with a vibrant arts scene that reflects its unique personality and serves all of its citizens.

As President and Executive Director of ÆPEX Contemporary Performance, a nonprofit concert presenting organization that is headquartered in Ypsilanti, I already believe it is important to work as hard as possible to bring quality artistic experiences to Ypsilanti and the surrounding area, and serving on the Art Commission will increase my ability to do that individually, as well as in collaboration with other artists in the community.

Work/volunteer
experience related to the
board or commission:

I have worked as a composer in Washtenaw County since 2010, and I co-founded the concert presenting organization ÆPEX Contemporary Performance in 2015. ÆPEX operates with the mission of sharing the music of rarely performed and underrepresented twentieth and twenty-first century composers from around the world with audiences across Michigan, and, since our debut, has organized 25 concerts and community music events in Ypsilanti, Ann Arbor, Detroit, Kalamazoo, and Mt. Pleasant.

Our events have drawn hundreds of audience members, and our live-streamed video broadcasts have drawn thousands of views on Facebook. We have also received grants from the State of Michigan, the Ann Arbor Awesome Project, and the American Music Project, and have enjoyed institutional partnerships with the University of Michigan, Central Michigan University, Kalamazoo College, Western Michigan University, and Washtenaw Community College.

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

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Citizen Advisory Boards and Commissions Participation Resume

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Qualifications

Must be a resident/business owner in the city for at least two years. Or Council must determine your expertise is essential and not available in an applicant that meets the qualifications above. Must be eligible to vote in the state if not applying for youth membership.

Name	Jennifer H. Goulet
Email Address	
Address	
City	Ypsilanti
State	MI
Zip Code	48197
Phone Number	
Fax Number	Field not completed.
Number of Years in the Community	23
Ward You Live In	2
Education	Master in City and Regional Planning, The Ohio State University / Bachelor of Arts in Geography, Valparaiso University
Occupation	Creative Community Building Consultant / Former President and CEO of Creative Many Michigan
Employer	Self-employed as an Independent Consultant
Are you applying for youth membership?	No

Are you registered to vote in the City of Ypsilanti?

Yes

I would like to be considered and could devote sufficient time to serve on the following board or commission:

Art Commission

Party Affiliation

Democrat

Field not completed.

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

I am a passionate advocate for the vital role of the arts, culture and creative industries in the vibrancy of our communities, the strength of our economy, the education of our youth to be tomorrow's innovative leaders, and in connecting us as a civic society. With 12+ years as President and CEO of Creative Many Michigan, I led statewide efforts to advance growth opportunities for the arts and creative economy through research, advocacy/public policy, professional practice, funding and communications. Our Creative State MI research reporting provided compelling data for case-making for the importance of diversified public/private investment in our local, state and national creative economy. Funding for the Michigan Council for the Arts and Cultural Affairs increased from \$2.5M to nearly \$12M during my leadership and I worked at the national level to protect funding for the National Endowment for the Arts in partnership with Americans for the Arts.

Our professional practice programs, grounded by our partnership with the Ford Foundation and Kresge Foundation in Detroit, position me with unique knowledge, perspectives and networks regarding the challenges/opportunities facing artists and creative practitioners today, and leading models to position them to thrive. I've gained unique awareness of the issues facing them and leading models strengthening them through my interactions with Michigan's "creative many" -- artists, creative practitioners, makers, designers -- and how Ypsilanti might cultivate an environment that helps them to grow successful and entrepreneurial practices as they define them.

I bring extensive experience and relationships in grant-making at the local, state and national levels as well as the opportunity

to cultivate relationships that further opportunities to leverage investment in our creative assets across our nation and in our local communities. I have a demonstrated track record of working to infuse my community of Ypsilanti with the power of the arts and creativity, from the development of the Riverside Arts Center as a former Ypsilanti DDA Director, to my recent role with WonderFool Productions as producer of ypsiGLOW 2019.

I would be honored and excited to lend my voice, experience, knowledge and passion to helping our community position the arts, culture and creative economy as a powerful force for our future, for all of Ypsilanti. Ypsilanti has a unique opportunity to engage our creative talent and broader community, and learning from peer communities across the nation and internationally, in defining how to authentically engage and position the arts and creativity as forces to connect us, strengthen us, and shape a new narrative for Ypsilanti's future. It would be an incredible opportunity to support the City and our community in cultivating the power of creativity in our midst.

Work/volunteer
experience related to the
board or commission:

Creative Many Michigan (formerly ArtServe Michigan) -
President and CEO (2008 - 2018)
ArtServe Michigan - Director of Development/Organizational
Advancement (2007 - 2008)
Chelsea Center for the Arts - Executive Director (2005 - 2007)
Ypsilanti Downtown Development Authority - Director (2000 -
2005)
City of Ypsilanti - Community and Economic Development
Department Director (1993 - 2000)
National Creativity Economy Leadership Team
Americans for the Arts - Private Sector Network (former elected
role) and State Arts Advocacy Network (former member)
Riverside Arts Center Board of Directors
Ypsilanti Heritage Foundation Board of Directors
Michigan Nonprofit Association Board of Directors
The Intentional Living Collective Board of Directors
ArtServe Michigan Board of Directors (former - prior to hire as
Development Director)
Michigan Association of Community Arts Agencies Board of
Directors (former)
Michigan Cultural Data Project Advisory Council (former co-
chair)
Council of Michigan Foundations Arts Affinity Group (former)

Kresge Arts in Detroit Advisory Council (former)
Michigan Sense of Place Council (former)
Ann Arbor Area Arts Alliance Board of Directors (former)
Ypsilanti and Chelsea Chamber of Commerce Board of Directors (former)
Ypsilanti Area Convention and Visitors Bureau Board of Directors (former)
Extensive presentation experience at national, state and local levels - Americans for the Arts National Convention, U.S. Conference of Mayors, Grantmakers in the Arts, The Conference Board, International Creativity Summit, Creative Ohio Summit, Council of Michigan Foundations, Michigan Economic Development Association, Michigan Downtown Association, Michigan Municipal League, and more.

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

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Citizen Advisory Boards and Commissions Participation Resume

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Qualifications

Must be a resident/business owner in the city for at least two years. Or Council must determine your expertise is essential and not available in an applicant that meets the qualifications above. Must be eligible to vote in the state if not applying for youth membership.

Name	Jakara Ventour
Email Address	
Address	
City	Ypsilanti
State	Michigan
Zip Code	48197
Phone Number	
Fax Number	Field not completed.
Number of Years in the Community	16
Ward You Live In	1
Education	Associates of Applied Science
Occupation	Home Health Aide/ Direct Care Giver
Employer	Visiting Angels
Are you applying for youth membership?	No
Are you registered to vote in the City of Ypsilanti?	Yes

I would like to be considered and could devote sufficient time to serve on the following board or commission:

Art Commission

Party Affiliation

Field not completed.

Field not completed.

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

I am interested in serving on the Arts Commission because it will allow me to be a voice in decisions that will ultimately be a reflection of Ypsilanti through the expression of art. I have been a resident of Ward 1 for majority of my life and I think it would be of great value to serve my community. I think I think I also help to serve as reflection of a certain population of Ward 1 as well that is greatly impacted by the decisions made up of elected officials and appointed commissioners of Ypsilanti.

Work/volunteer experience related to the board or commission:

In the past I have helped organize different events and currently serve as a voice for my cohort in the nursing program I attend at Concordia University. I have volunteered with Purposeful Youth Detroit as well, which is a program that includes youth to be creative and expressing themselves which has allowed me to be more understanding of the ideas of others.

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.](#)



**CITY OF YPSILANTI
BOARDS AND COMMISSIONS
CITIZEN PARTICIPATION RESUME**

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

NAME: Eva Danese Thompson

ADDRESS: [REDACTED]

Number of years in the community: 25

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

CELL PHONE: [REDACTED] WORK PHONE: [REDACTED]

EMAIL ADDRESS: [REDACTED]

EDUCATION: Central M. University
City College of San Francisco - Dance

CURRENT OCCUPATION: Dance Teacher, Choreographer, producer, writer.

CURRENT EMPLOYER: Ann Arbor Public School, U.S. Figure Skating
Riverside Arts Center

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

1. Art Commission 2. [REDACTED]

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

WORK/VOLUNTEER EXPERIENCE: I am currently teaching dance for Riverside, Parkridge, Bright Futures, AARS. I teach ages 3 - 15.
I do a show yearly for Black History Month. We include dance, and visual art. I am plugged into the community on
I understand that appointment to a City of Ypsilanti Board or Commission requires regular monthly attendance at board meetings.

SIGNATURE: [REDACTED] DATE: 11-5-19

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

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	Matthew Kirkpatrick
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	6
Ward You Live In	1
Education	PhD University of Utah, MA Johns Hopkins University, BA Penn State University
Occupation	Associate Professor, creative writing, Eastern Michigan University
Employer	Eastern Michigan University
Are you applying for youth membership?	No
Are you registered to vote in the City?	Yes
I would like to be considered and could devote sufficient time to	Art Commission

serve on the following
board or commission:

Party Affiliation

Field not completed.

Field not completed.

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

As a writer and professor and resident of Ypsilanti, I'm interested in using my experience to cultivate more public engagement with art in Ypsilanti. I've been looking for a way to get involved more actively with my community and believe this is the perfect opportunity. I also believe there may be more opportunities for EMU to engage more directly with the Ypsilanti community through the arts. I love living in Ypsilanti and want to help make it a better place for all; I believe the arts can be an important part of every resident's experience.

Work/volunteer
experience related to the
board or commission:

I've taught creative writing for ten years as a graduate student and professor and published three books (a short story collection, a novel, and a novella). In addition to creative writing, I'm passionate about visual art and music and have published writing related to both. As an EMU professor, I see opportunities for EMU and the community to interact through arts programming and events.

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.](#)

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	Aaron Seagraves
Email Address	
Address	
City	YPSILANTI
State	Michigan
Zip Code	48197
Phone Number	
Fax Number	Field not completed.
Number of Years in the Community	6
Ward You Live In	1
Education	Master of Science, Arts Management
Occupation	Contracts and Grants Specialist
Employer	University of Michigan
Are you applying for youth membership?	No
Are you registered to vote in the City?	Yes
I would like to be considered and could devote sufficient time to serve on the following board or commission:	Art Commission

Party Affiliation	Field not completed.
	Field not completed.
Why are you interested in serving on these boards/commissions?	I am interested in serving with an upcoming commission for public art as an opportunity to be active in my community in an area in which I have passion for and professional experience in.
Work/volunteer experience related to the board or commission:	Public Art Administrator, City of Ann Arbor, 2011-2014 Jackson County Arts and Culture Alliance, Board Member, 2011-2012 Master of Science, Arts Management Bachelor of Science, Drawing & Painting
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. 2019-011
11 November 2019

RESOLVED BY THE SUSTAINABILITY COMMISSION:

WHEREAS, the City of Ypsilanti formally committed to Climate Action¹ in July of 2012; and

WHEREAS, the City of Ypsilanti further showed their commitment through the creation of this Sustainability Commission; and

WHEREAS, the City Council approved funding for a consultant to aid in drafting a Sustainability Plan; and

WHEREAS, said consultant is currently conducting a through GHG inventory; and

WHEREAS, the City of Ann Arbor has invited the City of Ypsilanti to partner on the creation of a plan to achieve community wide carbon neutrality by 2035; and

WHEREAS, the Sustainability Commission of the City of Ypsilanti is committed to carbon neutrality; and

WHEREAS, the long term future of our planet depends on a collective effort in reducing carbon emissions;

NOW THEREFORE BE IT RESOLVED that the Sustainability Commission commits to a partnership with the City of Ann Arbor to achieve community wide carbon neutrality by 2035;

BE IT FURTHER RESOLVED that the Sustainability Commission recommends that City Council vote to budget staff, resources, and funding to support and achieve this goal.

OFFERED BY: Commissioner Michalowski

SUPPORTED BY: _____

YES:

NO:

ABSENT:

VOTE:

1. <https://cityofypsilanti.com/DocumentCenter/View/309/Climate-Action-Plan-PDF>



Resolution No. 2019-012
9 December 2019

RESOLVED BY THE SUSTAINABILITY COMMISSION:

WHEREAS, the Washtenaw County Conservation District is currently seeking a grant through the UNational Association of Conservation Districts;

WHEREAS, said grant would provide funds for:

1. A tree planting as part of an Earth Day event in partnership with Washtenaw County or County Parks;
2. Workshops for residents on tree planting and maintenance;
3. Training and equipment associated with whoever will be maintaining the trees planted from the event;

WHEREAS, the City of Ypsilanti would provide support by:

1. Promoting workshops to residents and encouraging tree planting and habitat as part of home or community lots (for pollination, water management , beautification, air quality, etc);
2. Connecting to neighborhood associations or equivalent to gauge their interest in planting and maintaining trees on an ongoing basis;
3. Helping to identify a site for the Earth Day tree planting effort, and helping to generate volunteers for this event;
4. Potentially committing staff time to maintenance of the trees that are planted during the Earth Day event if we cannot identify a local neighborhood association or community group or landscaping company who wants to do so;

NOW THEREFORE BE IT RESOLVED that the Sustainability Commission commits to a partnership with the Washtenaw County Conservation District to provide support for said grant and work together to increase the quantity and quality of our local tree population;

BE IT FURTHER RESOLVED that the Sustainability Commission recommends that City Council vote to budget staff, resources, and funding to support and achieve this goal.

OFFERED BY: Commissioner Greenwald

SUPPORTED BY: Commissioner Bayha

YES: 11 NO: 0 ABSENT: 1 (Drennen) VOTE: Carried

I do hereby certify that the above resolution is a true and correct copy of Resolution 2019-012 as passed by the Sustainability Commission, at their meeting held on December 9, 2019.

Sarah Stachnik, Deputy City Clerk

Ypsilanti 2020 Task Force

A Vision for Our Future

Members of the Ypsilanti 2020 Task Force

- Gary Clark, Chair
- Lisa Bashert
- Kent Baumkel
- Nat Edmunds
- Kevin Hill
- Linda Horne
- Karen Maurer
- Mark Maynard
- Sean Stidd
- Deborah Strong

Charge and Approach

Areas to Address from
Resolution #2007-025: at a
minimum,

- Supplementing state funding;
- Spurring business development, especially downtown;
- Encouraging affordable transportation options;
- Partnering with local educational institutions;
- Sustaining and expanding affordable regional recreation.

The Divisions of our Report:

- Heritage Preservation
- Places to Live
- Greenspaces
- Commercial Districts
- Economic Development through the Arts
- Food, Festivals, and Fun
- Transportation
- Life Cycles

Major Assets

Ypsilanti has:

- a distinctive history and it's own identity
- a large downtown district of independent businesses
- a National Register historic district
- a walkable urban environment N,S,E,W
- colorful, vibrant neighborhoods
- easy access to freeways, airports, and larger urban areas
- a beautiful river and park system
- farmland nearby
- the compact size to be a sustainable community

The Vision

IN THE YEAR 2020, Ypsilanti has become one of the most beautiful, vibrant, and self-sufficient small cities in Michigan. Through careful observation of current economic and social factors Ypsilanti has instituted policies consistent with a changing world.

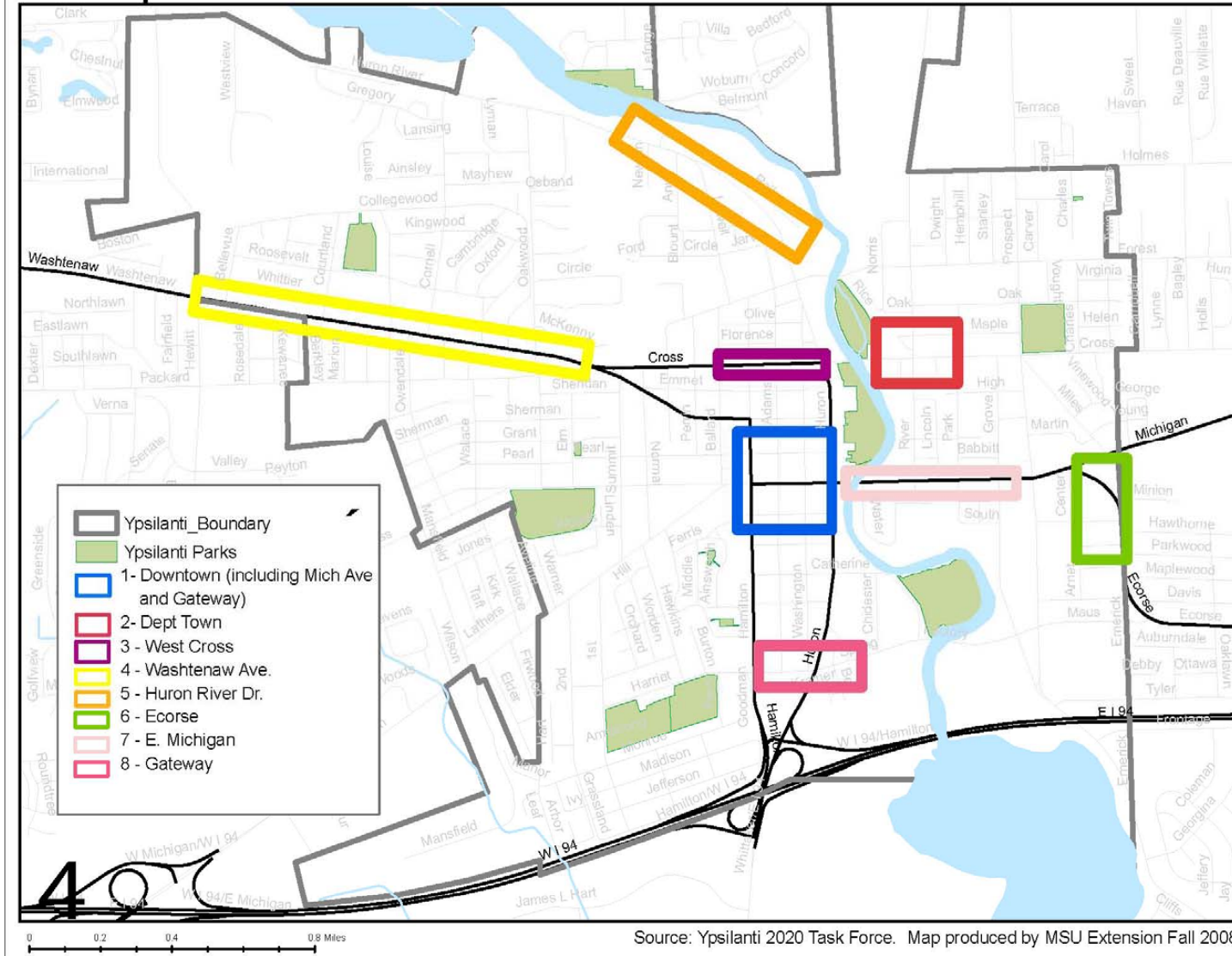
Our progress has been guided by a city-wide energy policy, the availability of more local food, and a thriving entertainment and cultural life as well as a “Live in Place” philosophy. Ypsilanti is a leader in marrying green technology and historic preservation.

The Vision, Continued

- Heritage preservation
- Neighborhoods
- Districts
- Free wireless internet
- EMU is a partner
- Arts and culture
- Connected green spaces
- Light rail connections
- Intra-urban public transportation (“Ypsi Trolley”)
- County-wide transportation, recreation and first responders

How do we get from here to there?

Ypsilanti Business Districts - 2020 Task Force



Heritage Preservation



"Communities...have a history - in an important sense, they are constituted by their past - and for this reason we can speak of a real community as a 'community of memory', one that does not forget its past." - Robert Bellah, "The Good Society"

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Ypsilanti Mayor's 2020 Task Force - Final Report, January 27, 2009

Heritage Assets

Ypsilanti's constellation of heritage assets provide the city with its distinctive and unique sense of place. Properly preserved, developed and managed, these assets have the potential to become the centerpiece of Ypsilanti's renaissance, providing multiple opportunities for economic development to fuel economic prosperity. Heritage assets include:

- A long, multi-faceted history;
- Settlement by diverse groups (and a diverse population today);
- Historic homes, neighborhoods and business districts on the National Register of Historic Places;
- Historic parks along the Huron River;
- Multiple museums; and
- Eastern Michigan University's historic campus.



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“For the 21st Century, only the foolish community will make the choice between historic preservation and economic development.

The wise community will effectively utilize its historic built environment to meet the economic, social and cultural needs of its citizens well into the future.”

***– Donovan Rypkema,
The Economic Power of
Historic Preservation***



Bottom Photo © Downtown Association of Ypsilanti. Top two photos © Kate de Fuccio • Permissions for this presentation only.

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Vision for 2020

- Ypsilanti celebrates its rich cultural, architectural heritage - Native American, European American, African American settlement history.
- Comprehensive approach to heritage preservation has been successful. City retains unique sense of place, heritage assets used to fuel economic prosperity.
- Historic District Ordinance & Commission established in perpetuity.
- EMU, UM, WCC, MI-SBTDC, YHF are active partners in heritage movement.
- City thrives - splendidly renovated historic buildings, homes, neighborhoods, parks. Downtown districts contain a vibrant mix of retail, restaurant, business, professional, commercial & specialty preservation enterprises.
- Heritage tourism a significant draw - walking, trolley, biking tours of city focus on architectural, cultural, natural features. Interactive exhibits, hands-on experiences and docent story-tellers bring the city's dynamic heritage to life, engaging residents and visitors.



© Corrine Sikorski, Ypsi Food Coop



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Heritage Preservation Goals

Five Heritage Preservation Goals for 2020

- 1 – Create an integrated, comprehensive heritage preservation strategy.
- 2 – Seek and achieve greater funding for heritage preservation, marketing and tourism, and encourage development of heritage-based businesses.
- 3 – Partner with Eastern Michigan University, the University of Michigan and Washtenaw Community College on heritage projects.
- 4 – Increase public knowledge, pride and respect for Ypsilanti history, heritage assets and the benefits of heritage preservation.
- 5 – Build alliances with diverse groups to encourage participation in Ypsilanti's heritage movement.



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Goal 1 Create an integrated, comprehensive heritage preservation strategy.

- Adopt Main Street, Preserve America, Shore to Shore models.
- Historic District Ordinance, Commission established in perpetuity - expanded charge.
- Commission promotes economic development, sustainable energy practices, public education.
- Align, streamline City processes for planning, renovation, construction.
- City Website is comprehensive information portal:
 - Government
 - Business
 - Community Life



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Goal 2 Pursue greater funding for heritage preservation, marketing & tourism. Encourage development of heritage-based businesses.

- City becomes a Preserve America Community.
- City website lists info, hyperlinks to tax credit and grant programs.
- City actively supports the pursuit of grant funding for heritage preservation, development, marketing and tourism.
- SPARK East, EMU, UM, WCC, MI-SBTDC & Ypsilanti Heritage Foundation help entrepreneurs develop a heritage-based business sector.
- Ypsilanti becomes “the” place for businesses expert in preservation.



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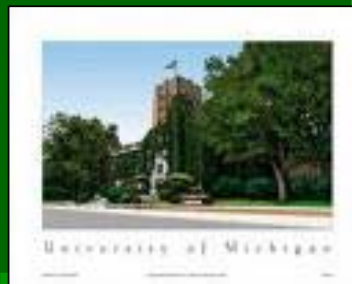
Goal 3 Partner with Eastern Michigan University, University of Michigan and Washtenaw Community College on heritage projects.

- Develop comprehensive demonstration projects, seek funding.
- Deepen town/gown relationships.
- More fully document historic sites, resources, properties.
- Establish collaborative museum and heritage tourism programs.
- Promote heritage assets widely as community treasures.
- Develop, participate in the “Online Museum, Cultural History & Library Links Project.”



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WCC



UM

© www.skyline.com

EMU

© www.emich.edu

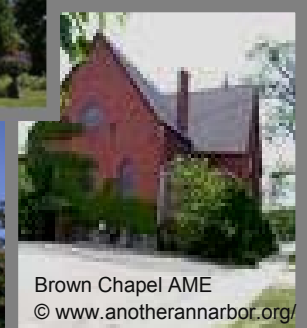


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Goal 4 Increase public knowledge, pride and respect for Ypsilanti history, heritage assets & benefits of heritage preservation.

- Widely promote our Native American, African American & European American history, culture.
- Partner with K-12 schools - use heritage resources in applied learning.
- Establish City-sponsored corps of ambassadors, docent story-tellers.
- City Hall features rotating displays of Ypsilanti history and successful renovation projects.
- Develop biking, walking, trolley city tours.
- Neighborhood associations research their history, offer tours & programs.
- Place historical markers, signs throughout the city.
- Ypsilanti becomes a Michigan Heritage Route and National Scenic Byways Community.



Brown Chapel AME
© www.anotherann Arbor.org/

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Goal 5 Build alliances with diverse groups to encourage participation in Ypsilanti's heritage movement.

- Develop supportive relationships with minority groups around heritage preservation.
- Foster, support local historic preservation efforts & strengthen collaborations.
- The Ypsilanti Historical Museum & Archives takes the lead:
 - Becomes the Ypsilanti Historical Museum, Archives & Cultural Center.
 - Displays multi-cultural time line of Ypsilanti history.
 - Recruits residents for multi-cultural programs & activities.
- Actively partners with other organizations on interpretive history projects, family learning & cultural events.
- Participates in the "Online Museum, Cultural History & Library Links Project."



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The economic power of heritage preservation & tourism:



August 15.16.17'08 www.YpsilantiHeritageFestival.com

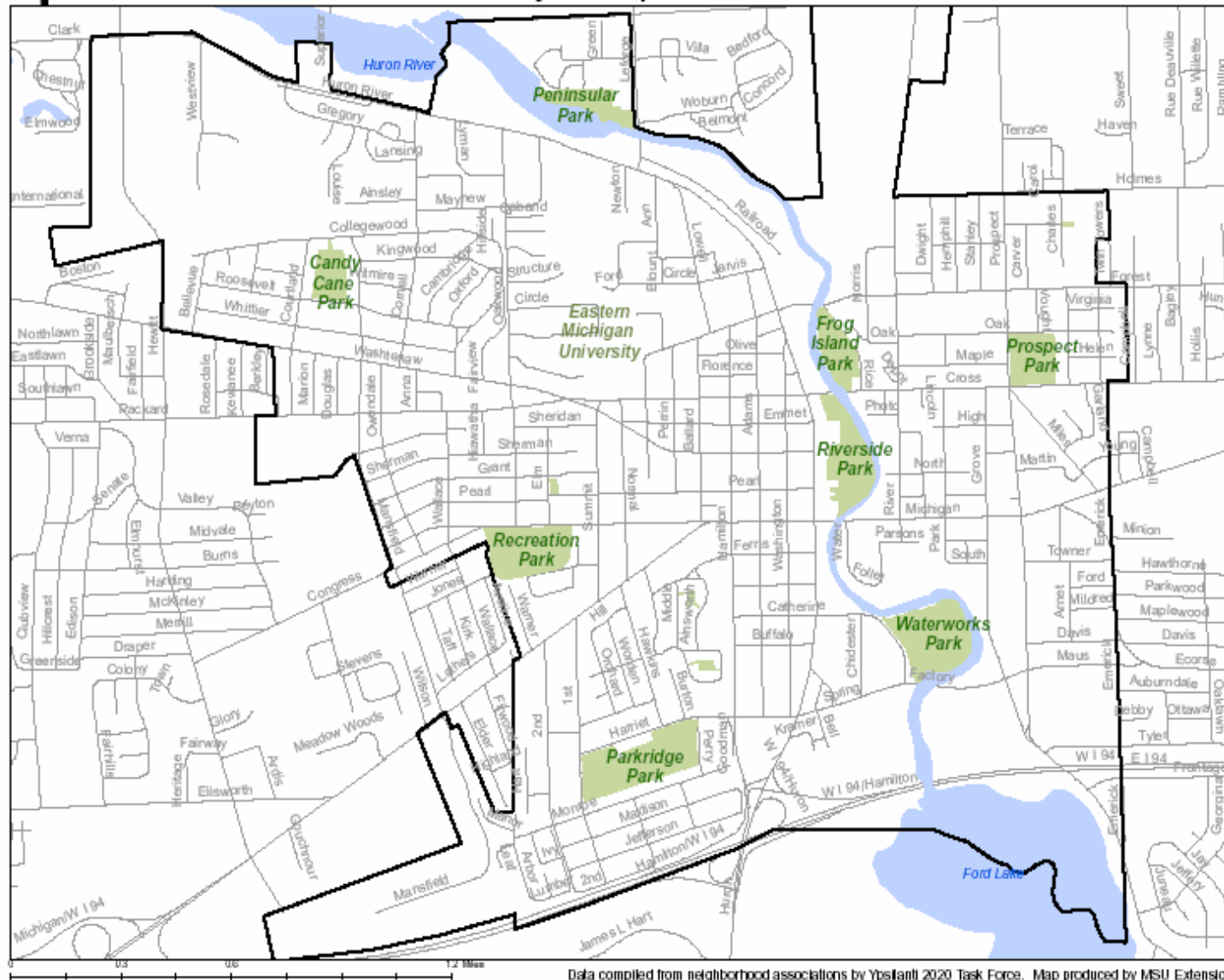
Poster © Patti Harrington

**Presentation notebook contains detailed narrative,
best practices and funding information.**

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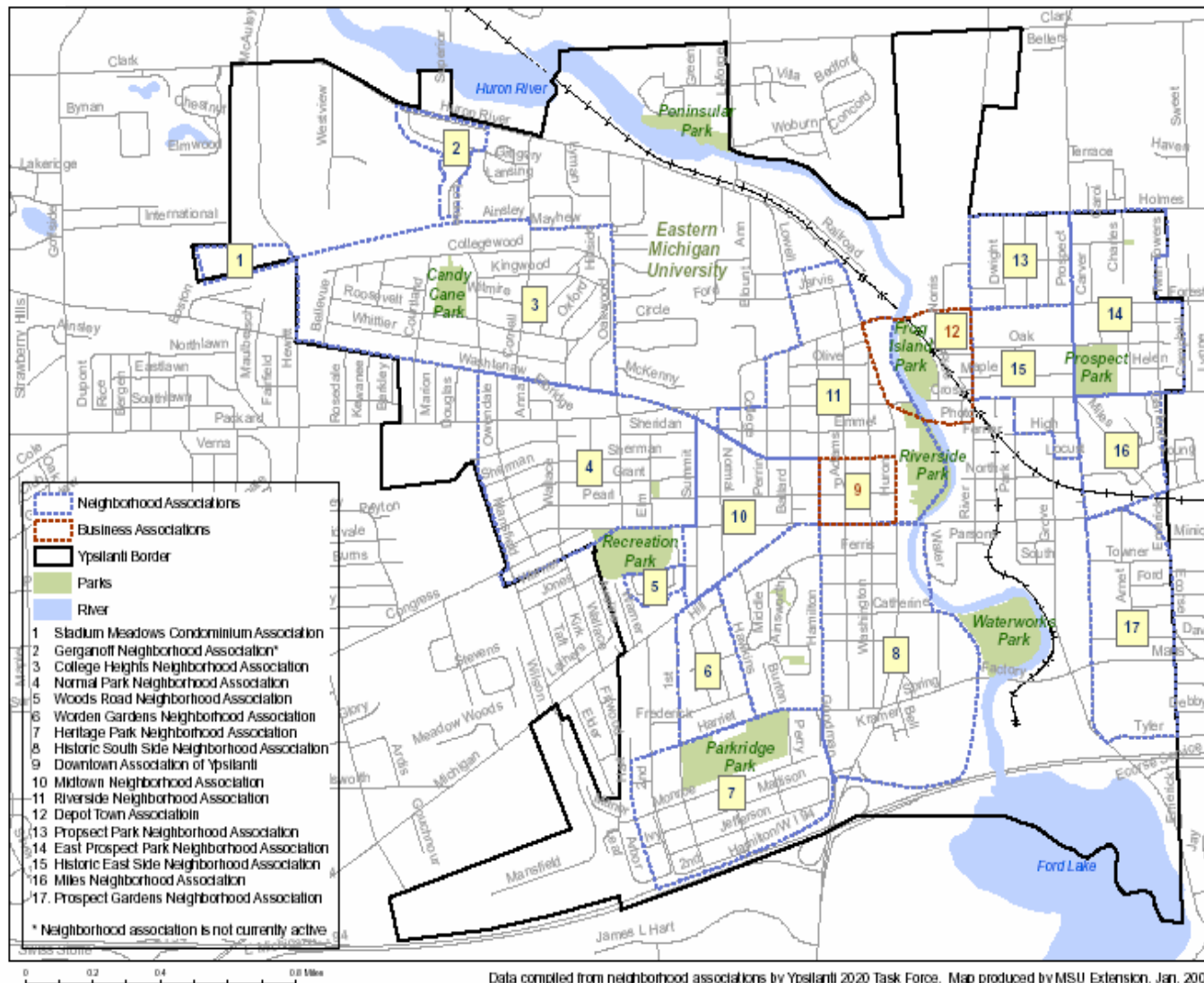
Places to Live

City of Ypsilanti

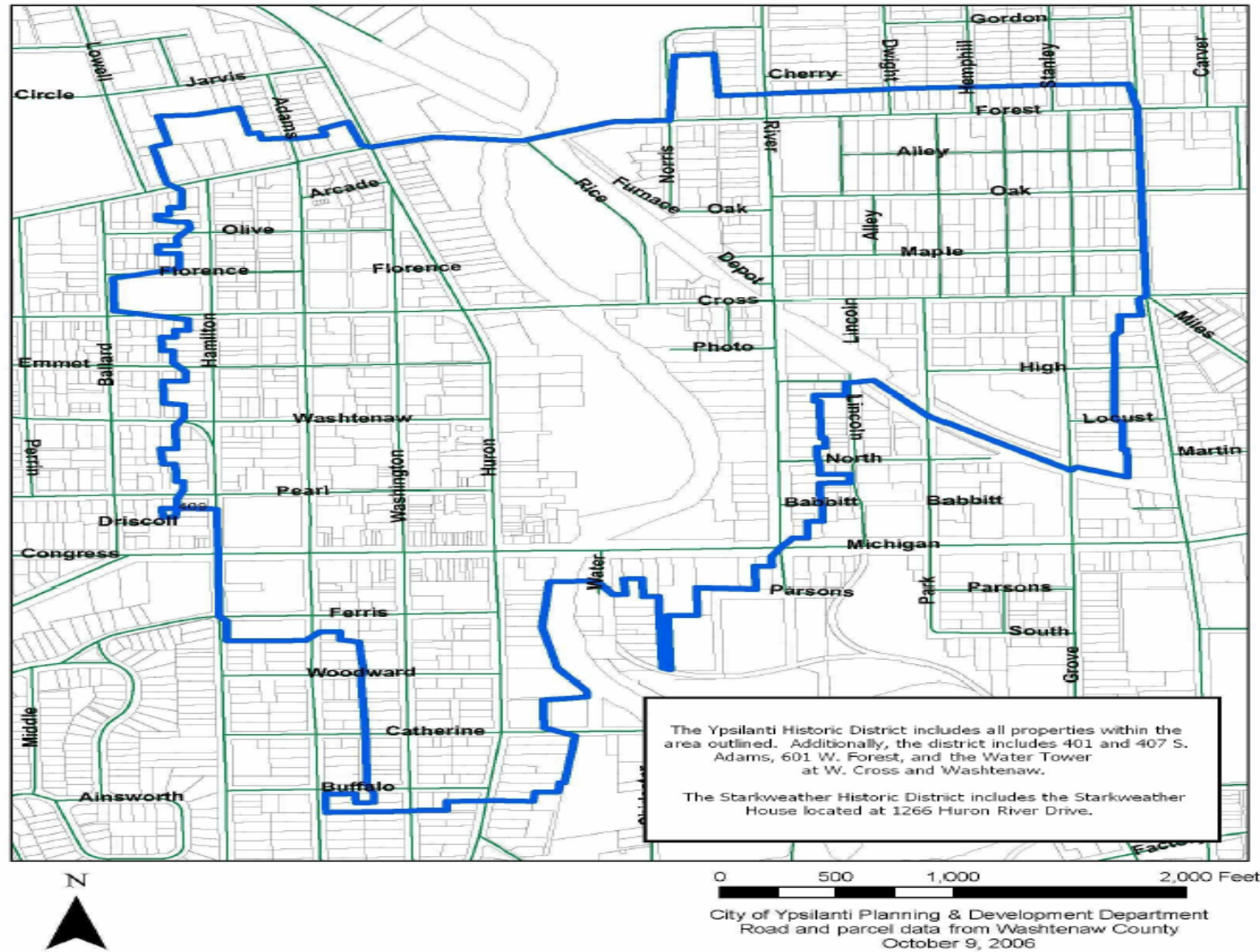


Data compiled from neighborhood associations by Ypsilanti 2020 Task Force. Map produced by MSU Extension.

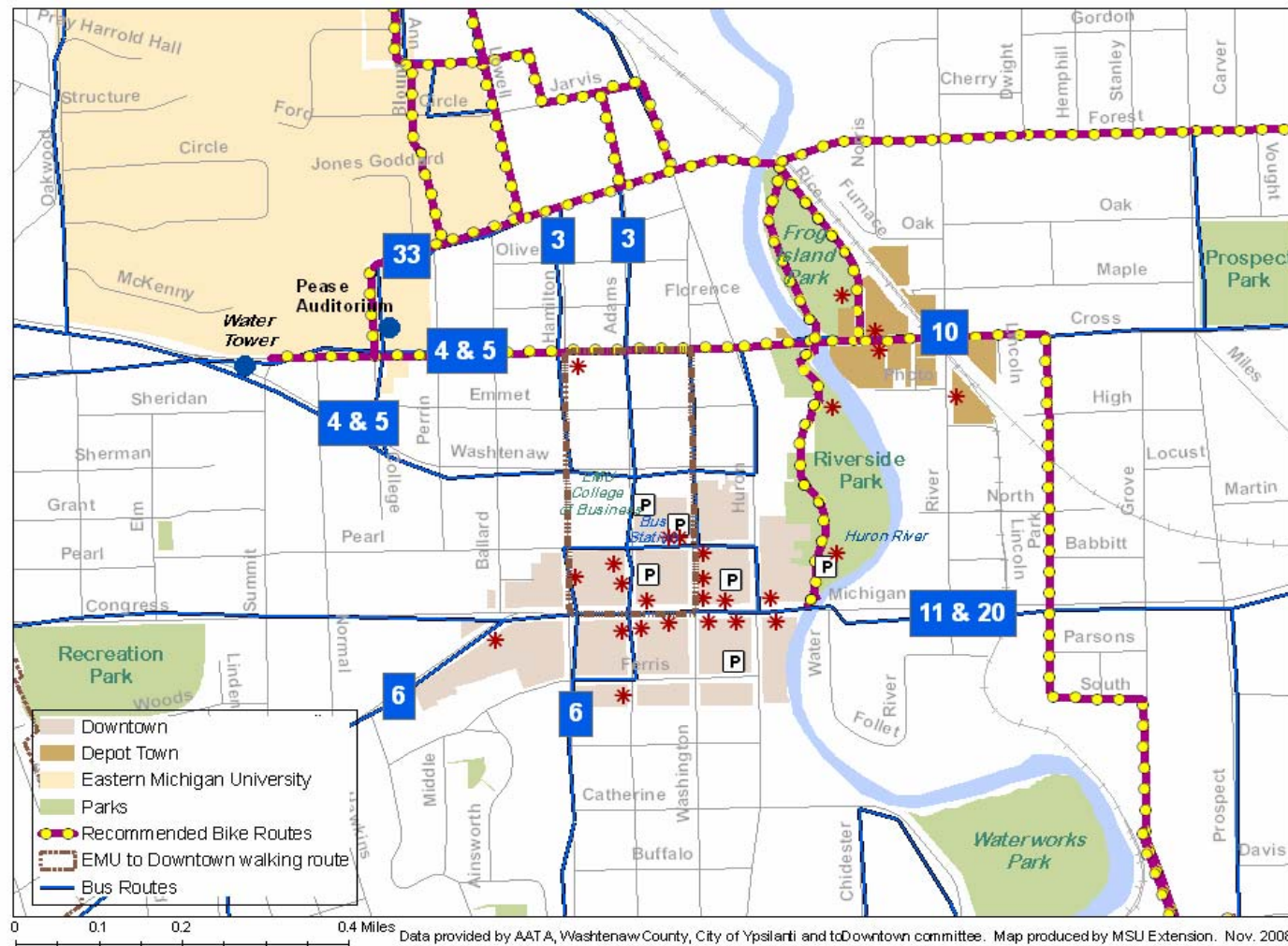
Ypsilanti Neighborhood & Business Associations



Ypsilanti Historic District



Alternative Transportation Options Downtown



Places to Live

List of Neighborhood Associations

- Stadium Meadows (#1 on the map)
- Gerganoff (#2 on the map)
- College Heights East (#3 on the map)
- Normal Park (#4 on the map)
- Woods Road (#5 on the map)
- Worden Gardens (#6 on the map)
- Heritage Park (#7 on the map)
- Historic South Side (#8 on the map)
- Downtown Association of Ypsilanti (#9 on the map)
- Midtown (#10 on the map)
- Riverside (#11 on the map)
- Depot Town (#12 on map)
- Prospect Park (#13 on the map)
- East Prospect Park (#14 on the map)
- Historic East Side (#15 on the map)
- Miles (#16 on the map)
- Prospect Gardens (#17 on the map)



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CONTACT LIST

Neighborhood Organizations	Contact	E-mail	Phone	Website
College Heights	Allen Morgan	allen_morgan@comast.net		
Depot Town	Gary McKeever	gmckeeve@aol.com		www.depottown.org
Downtown Assn of Ypsilanti	Denise Cutlip	ddcutlip@yahoo.com	734-717-7305	www.daypsi.org
Gerganoff	Peter Hubbard	peterhubbard@comcast.net	734-483-1675	
Heritage Park	Juanita House		734-485-5128	
Historic East Side	Brian Robb	brobb@yahoo.com	734-485-9122	www.hesna.org
Historic South Side	Chris Mason	parishinn@aol.com	734-480-4800	www.hssna.org
Midtown	Karen Maurer	reneemaurer@yahoo.com	734-487-7182	www.midtown.ypsi.com
Miles Area	Amanda Edmonds	amanda@growinghope.net		
Normal Park	Sean Stidd	sstidd@gmail.com	734-483-8301	www.normalpark.org
Prospect Gardens	Ruth Halsey	bandrhalsey@juno.com	734-483-2485	
Prospect Park	Kurt Anschuetz	kdasmoot@comcast.net		ppna.wordpress.com
Riverside	Linda French	ladyfrench@aol.com	734-358-6956	www.riversideypsi.org
Stadium Meadows				
Woods Road	Tisha Moore	mortisha@umich.edu	734-483-3749	www.home.comcast.net/~paulschreiber
East Prospect Park				
Worden Gardens	Janice Thompson	janicethompson@yahoo.com	734-482-5278	

Dated November 3, 2008



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Current State of Neighborhood Associations

- Associations are active in the community, reporting directly to their residents, to the Police Department and to the City of Ypsilanti.
- The Associations handle problems that arise in their neighborhood directly by working toward solutions with their board, or if the need arises, contacting the agency within the City that would be most helpful to the situation
- The majority of neighborhood groups meet regularly and more frequently when problems in the neighborhood arise. Currently the neighborhood associations work with the residents to insure quality of life for their neighborhood.



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Fostering Growth in Places to Live

Recommendations to the City of Ypsilanti to Foster Growth in Places to Live :

- Protect the character of the historic residential neighborhoods.
- Recreate and invigorate existing organizations such as COPAC to increase cross-neighborhood interaction.
- Provide incentives to property owners, both rental and single family, that allow properties to be maintained in excellent condition.
- Continue to support neighborhood organizations and activities that enhance neighborhood and community pride.
- Assist the community to become a place where residents continue to learn, work and play in safety and comfort.
- Establish partnerships between the city and neighborhood associations that will allow taxes to be stabilized and lowered.
- Invest in human capital that will enable Ypsilanti to continue to become a premier Michigan community and a model of a post-industrial place
- Improve walking connections and bike routes between city areas. Continue to develop streetscapes and sidewalks that are user-friendly, ADA compliant and practical.
- Encourage actions which allow property-owners to convert to renewable energy sources as part of a comprehensive, city-wide energy policy.



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Neighborhood Associations in 2020

The Places to Live are those areas in the City where people reside. Our community nurtures strong, diverse neighborhoods.

The proliferation of Neighborhood Associations and community organizations is evidence of the vibrancy and spirit of self-reliance in Ypsilanti. The existence of these groups bodes well for the future.

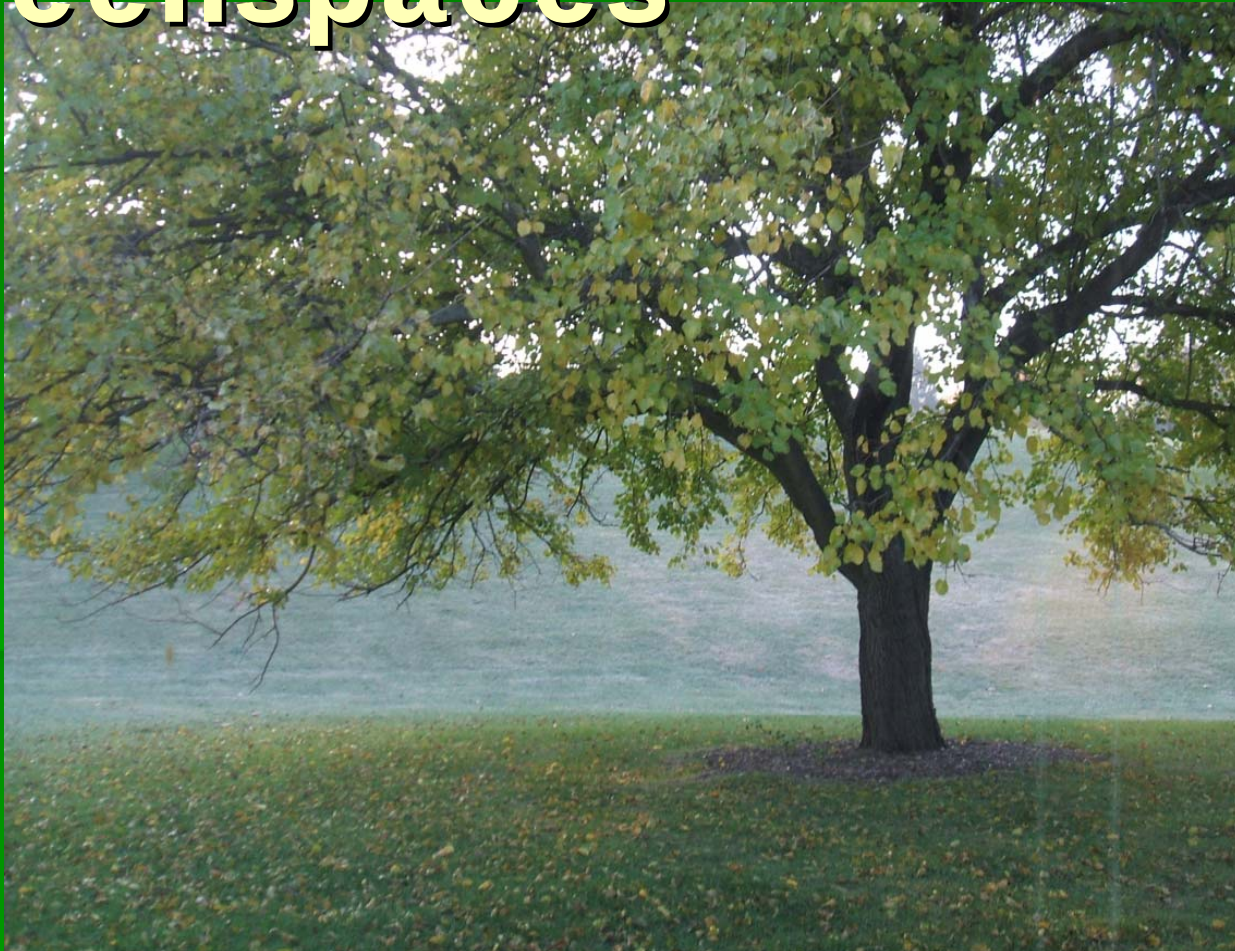
In order to stabilize and lower property taxes, the neighborhood associations will take an even more active role in developing creative partnership arrangements with the City. This will include assuming increased responsibility for grass cutting, parks maintenance, operating sustainable gardens, snow removal, and recycling.

These partnerships with the City will enable Ypsilanti to become a premier Michigan community.



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Greenspaces



Ypsilanti: A Sustainable City by 2020

- **Ypsilanti's assets:** a long history, a beautiful riverfront, classic architecture, and a distinct sense of place.
- **Ypsilanti's past:** a river ford, a pioneer stake, a farming community, a small college town, and a labor community.
- **In 2020, Ypsilanti has become:** a bounteous small city with an intact infrastructure, a sustainable local food system, a focus on renewable energy, and a unique character grounded in its past identities, making it a self-sufficient, resilient community where people want to live.

A Re-localized Food System

- Ypsilanti supports **all efforts** to engage in food production, formally and informally. 50% of food consumed is grown nearby.
- City of Ypsilanti partners with nearby farms and CSAs.
- Encourages urban agriculture. Helps connect owners of vacant land with gardeners.
- Rewards & support businesses, restaurants and markets that offer local produce, dairy products, and meat.
- Farmer's markets have multiplied and are key sites for food procurement.
- Due to creative tax incentives, more locally-owned grocery and food stores have opened (like a butcher shop / specialty food grocer).
- Community gardens and Growing Hope are tremendous assets. A majority of homes have kitchen gardens.
- Co-op gardens and micro farms are permitted and encouraged in the city.



More Renewable Energy in 2020

- Ypsilanti completed an energy assessment that resulted in a city-wide energy plan.
- Signed the Mayor's Pledge for Climate Protection and joined ICLEI - Local Governments for Sustainability.
- Created jobs thru adopting ICLEI's best practices.
- Encouraged community groups towards energy independence.
- Took steps / set an example: solar City Hall – goal of all city buildings became energy independent
- Offered city-sponsored DIY nights that helped people install solar / geothermal in their own homes.
- Produced more local energy: Installed wind turbines along I-94 entry corridor.

Short-term examples:

Government – Purchased only ENERGY STAR equipment for City use;
Community groups – Promoted energy conservation thru campaigns targeted at residents and businesses

Long-term examples:

Government - Installed building/office occupancy sensors to save energy
Community groups – Implemented a low-income weatherization program (like WARM Training Center in Detroit/ partnered with EnHouse in Ann Arbor).

A River Runs Through It

Ypsilanti created trail system connecting city parks.

Service cleanup projects for abandoned sites. Committed to retain undeveloped land.

Planted sunflowers to remediate brown fields.

In the wake of the Dutch Elm Disease and Emerald Ash Borer, prioritized native species in city landscaping.

In parks, focused on food producing species, like walnuts, paw-paws, beach plums, hazelnuts etc.

Developed riverside businesses -- café stops and canoe rentals.

Partnered with Huron Watershed Council to enhance health of the river and stabilize river bank.

Promoted rain gardens; improved storm water management.

Gave tax breaks to support the purchase of development rights.

Partnered with regional Greenbelt projects.

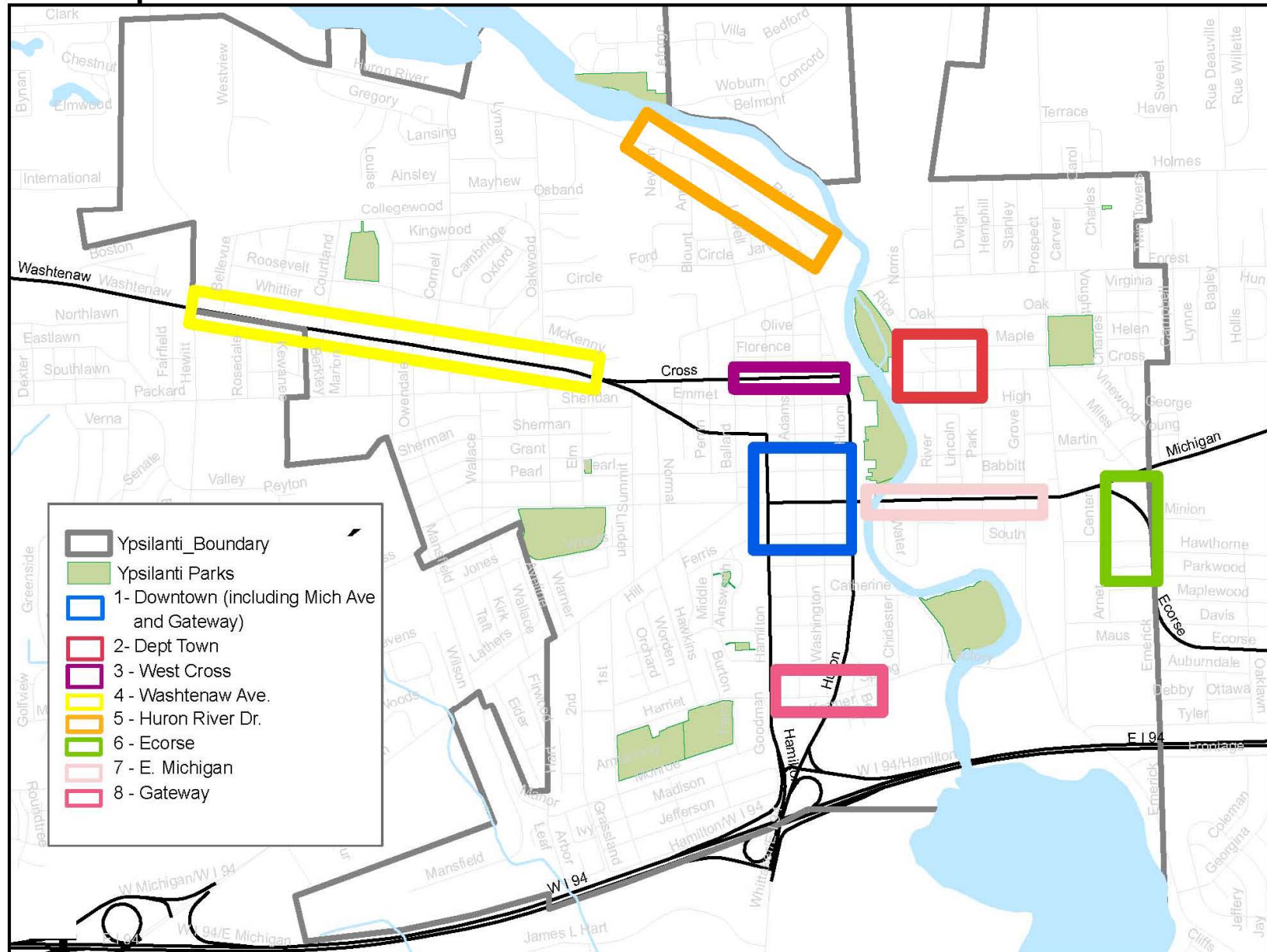


Five Green Goals for 2020

1. Relocalize the food system: urban agriculture and husbandry; gardening; partner with nearby farmers; farmers markets; specialty food businesses
2. Preserve and enhance green spaces within and surrounding the city: parks & farm lands; retain city ownership of undeveloped land
3. Prioritize renewable energy & sustainable transportation: city buildings; community organizations; businesses; residences; bikes, buses & trolleys
4. Improve the health of our Huron River: connect parks; wayfinding; create corridors; stabilize river bank
5. Favor plans that restore local resilience and self-sufficiency

Commercial Districts

Ypsilanti Business Districts - 2020 Task Force



The Districts

- "The Districts" are those areas of the city where commercial business activity occurs. There are 8 distinct business districts in Ypsilanti (see map). They are the Western Washtenaw Avenue District from Hewitt road to the Water Tower, West Cross street south of the EMU campus from the Water tower to Depot Town, the Huron River Drive District, north of the Eastern Michigan University campus, Depot Town including Forest Avenue, the Michigan Avenue Downtown District, East Michigan Avenue from the bridge to Ecorse Road, the Gateway District (Harriet and Spring Streets), and Ecorse Road south and east of Michigan Avenue.
- The 2020 Task Force encourages collaboration with Washtenaw County leaders in organizing a long term strategy which advocates attracting and retaining a skilled workforce, increasing the number of knowledge-based companies and jobs, and more closely aligning the efforts of the existing business, education, non-profit and government sectors in the county. To that end, Ypsilanti city officials have collaborated with Washtenaw County initiatives such as the Eastern Leaders Group and the efforts of the Washtenaw County Board of Commissioners to enhance business development. These efforts and those of Spark East began in 2009 and have continued through the year 2020.

The Districts, Continued

- Accomplishments related to these relationships include the light rail project which was finished in the year 2011. There is a stop in Ypsilanti, connecting our city to other cities and airports. Light rail related activity has increased density and traffic in all areas of Ypsilanti. The existing Freighthouse has been expanded and updated to serve as a light rail passenger station and houses the Depot Town Farmers Market. Light rail traffic has stimulated activity in the cities residential, commercial and entertainment districts. Our transportation grid moves outward from Depot Town hub to the other districts. In the year 2020 there are pedestrian and bike paths connecting all the parks along the river. Natural gas powered buses (AATA) connect Ypsilanti to other cities, and an inexpensive intra-city "trolley" (YATA) provides continuous, hybrid motor transportation between Ypsilanti's various districts.
- The old Motor Wheel site has been redeveloped as an eco-friendly business park through consultation with AMEC Earth and Environmental, a brownfields redevelopment firm. Water Street retail and condo development has been completed. This development is an important unifying element by connecting the areas to the north and south of Michigan Avenue. Mixed residential housing is located on the western side of the Water Street site flanking a restored waterfront along the river and businesses line the Michigan Avenue side of the development. A stadium sits on the Water Street site as well. Harriet and Spring Streets house corporate offices which serve the new stadium and the new convention center and hotel located on the renovated and redeveloped ACH site. New and/or remodeled mixed income housing sits on the west side of Huron Street as one enters the city. The "Ypsi-trolley" free ride system connects the 8 districts of the city.

Getting There

- Mayor, Lobbyist and City Manager lobby Lansing for options for the ACH site;
- Planning Department looks for Brownfields redevelopment grants and developers, not just for the Water Street project, but for the Motor Wheel site as well;
- City officials or representatives join with Eastern Leaders and other inter-governmental groups and commit county-wide to regional mass transit;
- Re-establish police or security force patrols through grant funding, in cooperation with local development authorities, and with cooperation from EMU;
- Allow left hand turns in downtown business districts at specific times of day, and facilitate use of the EMU parking structure on specific days and at specific times;
- Insure the successful completion of the "Blueprints" and "Main Street" projects;
- Highlight the historic character of our community and realize our economic potential, as described in Donovan Rypkema's article "The Economic Power of Historic Restoration;"
- Institute the Ypsilanti "Park and Plug Program;"
- Initiate the "Ypsi Trolley" intra-urban free ride program to connect the 8 districts.



Recommendations

1. City Council sponsors initiative intended to foster economic development in each councilperson's district by establishing an Ypsilanti Business Association which insures cohesive design standards, way-finding and cooperation in grant funding, event planning and attracting viable businesses to our community.
2. Convene a task force of community and business leaders to complete an inventory of existing business related programs and funding sources intended to create business opportunities in all eight districts of the city. Recommend elimination or improvements for those efforts that are not working and/or encourage other options that will work better.
3. Initiate the "Ypsi Trolley" Pilot Program.
4. Enforce existing ordinances to minimize blight.
5. Invest in the purchase and implementation of the eCivis Grant Locator which would help in efforts to secure grants city-wide, both public and private.

Economic Development through the Arts

Vision Statement

Unified Civic Arts – City, University,
Schools and History

DEFINITION

"Art" is defined as a creative expression inclusive of visual arts (drawing, painting, sculpture), literary arts (writers, poets, etc), performing arts (dance, music, opera, theatre, film), design (architecture, etc.), festivals and art fairs.

Develop a Strong, Vibrant and Unified Arts/Cultural Community

- Bring together the university, city, museums, schools and artists
- “Ring of Fire” ...establish ongoing communication connections among artists, institutions and the community.

Develop a Strong, Vibrant and Unified Arts/Cultural Community

- Ypsilanti Arts & Culture Council
- Cultural Awakening, Awareness & Sensitivity
- Strong University Presence in Cultural Development
- Cultural Assets Inventory
- Web Site/Portal
- Centralized Registry for Artists

Develop a Strong, Vibrant and Unified Arts/Cultural Community

- Attractive Kiosks
- Art Salons & Other Creative Connections
- Annual Gallery Crawl
- Architecture and Museum Tours
- Artist in Residence, Master Classes & Apprenticeships
- Art “in” Community

Establish Art as an Economic Tool

- Art as an economic tool is central to Ypsilanti's renaissance
- The growing of this asset has a positive ripple effect on the community's growth, quality of life, tourism, revenue and tax generated, business incubation and start-ups , and more.
- Art/culture a rich community return on investment (ROI).

Establish Art as an Economic Tool

- S/E Michigan Children's Film Festival
- Designated Cultural Zones
- Art "Factory"
- Performing Arts Facilities
- Art and the Environment
- Artist Mentoring and Business Support Services

Develop A Thriving Film Industry in Ypsilanti

- Utilizes the assets and resources of this community
- Capitalizes on the state legislative incentives, professional relationships, and timing
- Establishes an aggressive PA campaign that puts Ypsilanti on the radar of every major television and film studio
- Grows jobs in the community through this industry

Develop A Thriving Film Industry in Ypsilanti

- Establish EMU Motion Picture Institute or School of Film-making
- EMU Partners With Film Industry
- Marketing Ypsilanti for Film-making
- State and Local Incentives
- Offer film related in-services and other training
- Promote jobs in the film industry

Proposed Action Steps

- Ypsilanti Arts & Culture Council
- Cultural Awakening, Awareness & Sensitivity
- Strong University Presence in Cultural Development
- Cultural Assets Inventory
- Web Site/Portal
- Centralized Registry for Artists

Food, Festivals, and Fun

2020 Nights

Ypsilanti's economic development corporations will attract innovation and opportunity for more restaurants, recreation and entertainment. These entities will need to collaborate and receive some subsidies from the city. They will need to aggressively pursue stronger partnerships in the Ypsilanti Area.

Recommendations:

- Developed partnerships with the various ethnic groups in the city to host festivals and events to showcase the history and diversity of cultures.
- During the summer months, the Riverside, Frog Island, and Crossroads Festivals will host local and national musicians.
- Developed venues (e.g. Parkridge Community Center and Recreation Park) for teens that offer talent shows, an arcade, roller rink, go-carts, skate boarding, martial arts, yoga, boxing classes, and self-defense.
- Downtown and Depot Town have nightlife for everyone. There are teen clubs in both areas that offer teen bands, music and dancing. After work events are happening in both areas, including a piano bar and live music.
- Ozone House Drop In Center has a bigger building that offers opportunities for teens to be more creative in music, art, radio, television and film.
- EMU students can easily access various parts of the city's nightlife via trolley or bus.
- Events are offered in a new park near the Convention Center on the former ACH site. A hotel, apparel shops, coffee shop, jewelry store and various retail shops within the center are thriving.
- There are various types of family restaurants, where families can go for different types of ethnic food.

Transportation

The ongoing need to develop, maintain, and improve both motorized and non-motorized transportation in Ypsilanti.

The importance of maintaining and improving current transportation infrastructure:

- Good Roads
- Policies Which Support Viable,
Affordable Parking

The significance of developing and maintaining efficient public transportations options:

- Automobiles
- Segways
- Motorcycles
- Motor Scooters
- Bus
- Light Rail
- Biking
- Walking
- Taxi Cabs
- Trolley

- Public initiatives should include development of practical walking and biking routes throughout the city which would result in:

- Cost Savings
- Reduced Congestion
- Improved Air Quality
- Economic Vitality
- Improved Health



Establishment of defined demand-response/ lifeline transportations services:

Accessibility to:

- Doctors
- Pharmacies
- Grocers/ Food Vendors
- Educational Facilities
- Recreation
- Employment

The need to continue working with local and regional partners to develop a cohesive transportation plan:

- Eastern Michigan University
- Ann Arbor Transit Authority (AATA)
- Washtenaw Area Transportation Study (WATS)
- Washtenaw Department of Public Health
- Downtown Association of Ypsilanti
- Depot Town Association
- Ypsilanti Downtown Development Authority
- Depot Town Development Authority
- Depot Town Community Development Corporation
- Bike Ypsilanti
- All other Organizations and Interested Groups.

Light Rail Passenger Service

- Light rail passenger service is an exciting topic
- A stop in Ypsilanti
- The Freighthouse could serve as an important transportation hub
- A Detroit to Ann Arbor or Lansing Route
 - Extends access for Ypsilanti residents, visitors and commuters to:
 - ▶ Metropolitan Airport
 - ▶ Work Destination
 - ▶ Educational Opportunities
 - ▶ Local Shopping and Night Life
 - ▶ Regional Recreation

The Future

- A Place for Non-Fossil Fuel Vehicles to Recharge
 - Park and Plug Program – Hybrid and Electric Vehicles recharge for a city-collected fee in selected locations throughout the city.
 - Policies which encourage use of new wave sustainable vehicles.
 - City purchases fuel-efficient and cost-effective alternative energy vehicles whenever prudent

The Future (cont.)

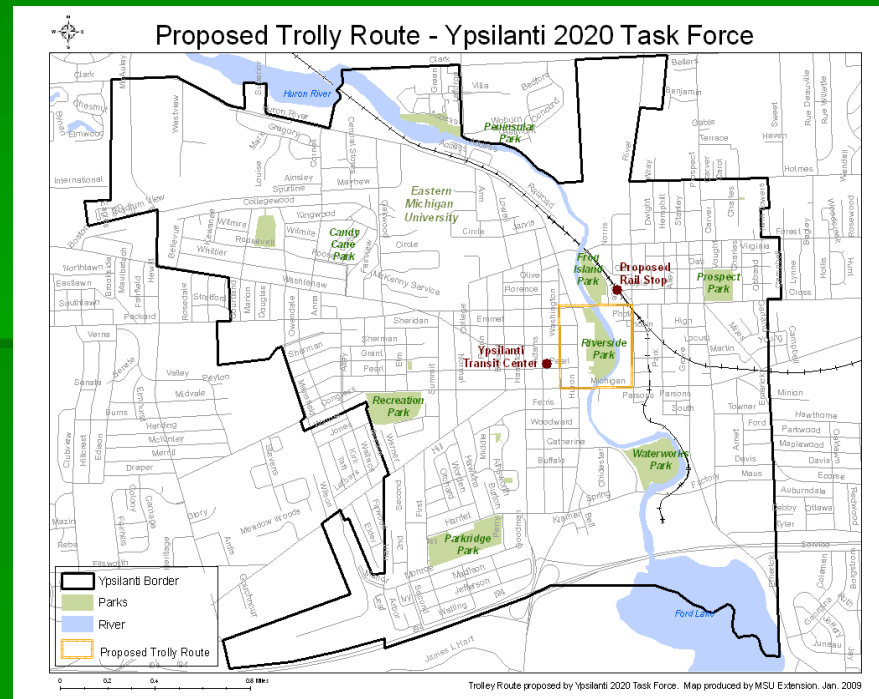
- Expansion and improvement of the Ypsilanti DDA-Washtenaw Department of Public Health Walking and Biking route from Eastern Michigan University to Downtown
- Completion of the Washtenaw County Border to Border Trail
- Reallocation of Available YDDA Funds to Maintain Existing Downtown Parking Lots.
(Fewer studies – more repairs and maintenance)

The Future (cont.)

- Active participatory role in the Washtenaw Area Transportation Study (WATS)
- Maintenance and Repairs for Roads and Bridges
- Policies that encourage local land use decisions supporting existing and future transit service
- Concentrate development near transportation

The Future (cont.)

- A Trolley Connecting Downtown, Water Street and Depot Town



The Future (cont.)

- Provide non-motorized facilities that link to transit
- Re-establish left-hand turns off Michigan Avenue in the Downtown District
- Partner with Eastern Michigan University for shared use of the College of Business Downtown Parking Structure
- Develop a reliable, affordable transportation system which directly links all the city's districts

2020 Task Force Transportation Recommendations

- 1. City Council Resolution to Develop and Implement a Comprehensive Ypsilanti Transportation Plan**
- 2. Pursue Funding Sources Which Address Non-Motorized Improvements Such As:**
 - **Surface Transportation Program Urban and Rural Funds**
 - **Congestion Mitigation / Air Quality (CMAQ)**
 - **Safe Routes to Schools**
 - **Private Funding**

2020 Task Force Transportation Recommendations

3. Support a County-Wide Transportation Millage
4. Develop Policies Which Support a Reliable, Affordable Inter- and Intra-City Transportation System
5. Complete Border-to-Border Trail

Lifecycles

Lifecycles: Overview

Ypsilanti is a city with diverse people, places and spaces for community growth and development. Our community needs are unique because we acknowledge our diversity and hope to serve all these groups. We have identified several categories for consideration. They are:

- Ethnic groups and multiculturalism
- Birth and early childhood
- Teenagers
- Young adults
- Families with children
- Working adults and young professionals
- The GLBTQ population
- Older singles
- Senior living
- End of life care

We hope that Ypsilanti can support intergenerational and multicultural mentorship programs to help facilitate our goals.

Overview, Continued

One theme of our approach has been to support aging in place, meaning you can be born and not have to leave the community to grow old and live your life fully and be supported by community collaborative activities. A major thrust of Ypsilanti's Life Cycles Initiative is to insure continuous education and programs integrated into our community life and located in designated community centers in various neighborhoods. These efforts will include Eastern Michigan University, Washtenaw Community College, the University of Michigan and the Riverside Arts Center.

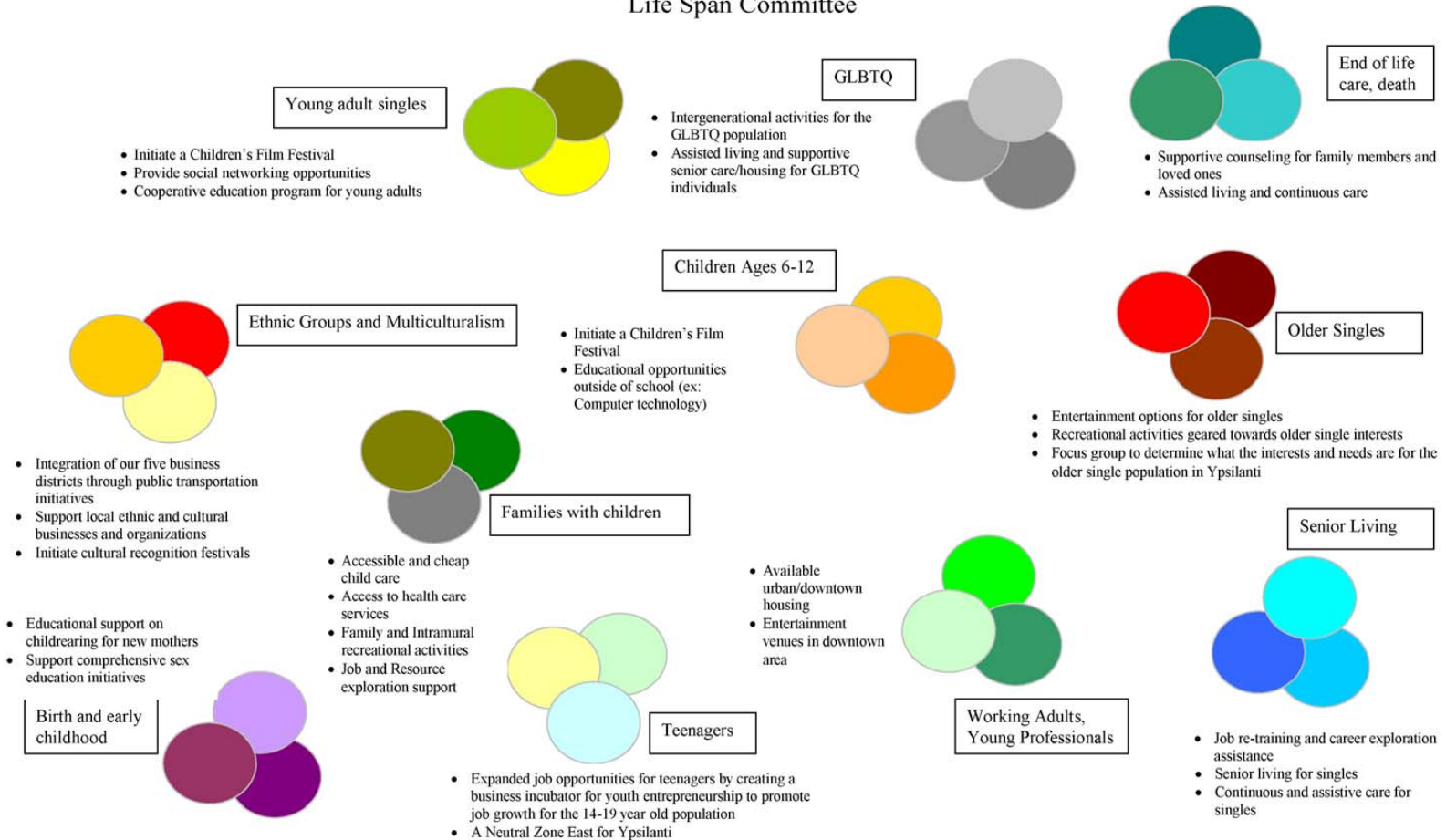
Our Suggestions...

- A city government- and community organization- sponsored printed & online newspaper that advertises and promotes community events, activities and news for each lifecycles category.
- Utilization of neighborhood locations for educational sites and meetings for local community groups.
- Community locations for all regional healthcare providers (like the SJMH Haab Building) and interaction between the city of Ypsilanti, the Ypsilanti Health Coalition, Corner Health Center, and other area health care providers (e.g. U of M & St. Joseph Mercy).
- Wireless internet is a community supported service to allow for growth and provide access for all citizens without barriers.
- Greater integration with educational institutions to provide lifelong learning experiences for citizens in and outside the formal education system. This will include, but is not limited to: early childhood education, prison re-entry programs, older adult learning experiences and in- home or adult care facility initiatives.

Further Suggestions...

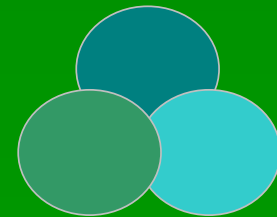
- Create a handicapped accessible environment while maintaining the goal of a walkable community within city limits.
- Maintain sustainable environmental practices by incorporating recreational activities at no cost by utilizing our natural resources.
 - a. Riverwalk
 - b. Bike paths
 - c. Soccer and baseball fields and outdoor tracks
 - d. Boat dock and refreshment stand in Riverside Park
- Create neighborhood support systems to keep local parks clean and safe. Encourage strong neighborhood associations and encourage membership in and support of COPAC. In order to make this happen city council members need to be actively involved in the neighborhood associations located in their wards.
- Create and support a multicultural center in the downtown library that offers diverse educational, entertainment and experiential educational opportunities for Ypsilanti residents.

2020 Taskforce Life Span Committee



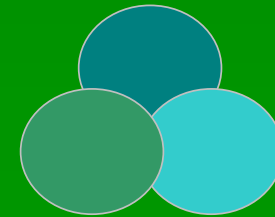
Birth & Early Childhood

- Educational support on childrearing for new mothers
- Support comprehensive sex education initiatives



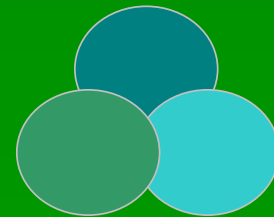
Families with children

- Access to affordable child care and health care services
- Family and intramural recreational activities
- Job and career exploration support



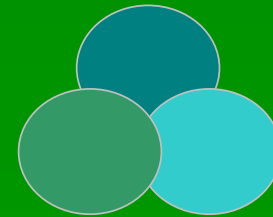
Children Ages 6-12

- Initiate a children's film festival
- Educational opportunities outside of school (e.g. computer technology)



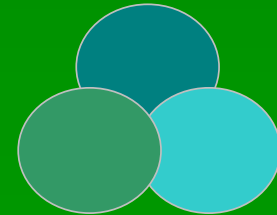
Teenagers

- Expanded job opportunities for teenagers by creating a business incubator for youth entrepreneurship to promote job growth for the 14-19 year old population
- A teen center in Ypsilanti based on the Neutral Zone model



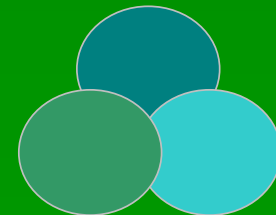
Ethnic Groups and Multiculturalism

- Integration of our eight business districts through public transportation initiatives
- Support local ethnic and cultural businesses and organizations
- Initiate cultural recognition festivals



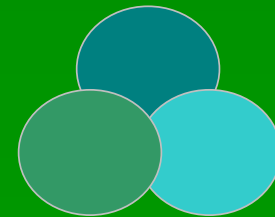
Young adult singles

- Provide social networking opportunities
- Cooperative education program for young adults



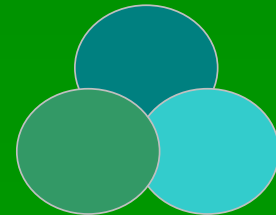
GLBTQ

- Intergenerational activities for the GLBTQ population
- Assisted living and supportive senior care/housing for GLBTQ individuals



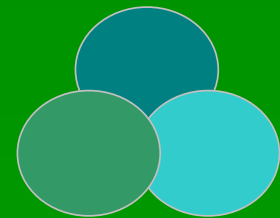
Working Adults, Young Professionals

- Available urban/downtown housing
- Entertainment venues in downtown area



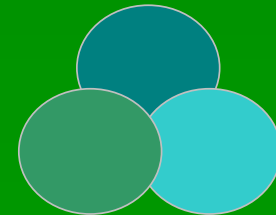
Older Singles

- Entertainment options for older singles
- Recreational activities geared towards older single interests
- Focus group to determine what the interests and needs are for the older single population in Ypsilanti



Senior Living

- Job re-training and career exploration assistance
- Senior living for singles
- Continuous and assistive care for singles



End of life care, death

- Supportive counseling for family members and loved ones
- Assisted living and continuous care, including hospice care



Recommendations

1. Hold a History of Ypsilanti storytelling festival presented by older adults.
2. Convene a focus group of Ypsilanti based organizations and local health care providers to assess and meet Ypsilanti's specific health care goals.
3. Launch a multicultural center in the downtown library.
4. Convene a focus group to determine the needs of older singles.
5. Create a film festival/seminar in collaboration with EMU and U of M for children, teens, and young adults to exhibit films and teach film-making skills.
6. Launch a pilot program called "Spark for Kids" at the Spark East location.
7. City council must follow through on transportation goals.
8. Follow through on ideas for printed and online newspaper and information-bearing kiosks.

Conclusion

- Questions
- Discussion
- Action Steps



© Carol Spears



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INDEPENDENT AUDITORS' COMMUNICATION WITH THOSE CHARGED WITH GOVERNANCE

December 20, 2019

Honorable Members of the Management and City Council
of the City of Ypsilanti
Ypsilanti, Michigan

We have audited the financial statements of the governmental activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the **City of Ypsilanti, Michigan** (the "City") as of and for the year ended June 30, 2019, and have issued our report thereon dated December 20, 2019. Professional standards require that we advise you of the following matters relating to our audit.

Our Responsibility in Relation to the Financial Statement Audit

As communicated in our engagement letter dated July 16, 2019, our responsibility, as described by professional standards, is to form and express opinions about whether the financial statements that have been prepared by management with your oversight are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of the entity solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

We have provided our findings regarding internal control over financial reporting and compliance noted during our audit in a separate letter to you dated December 20, 2019. In addition, we noted certain other matters which are included in Attachment A to this letter.

Planned Scope and Timing of the Audit

We performed the audit according to the planned scope and timing previously communicated to you in our engagement letter.

Rehmann is an independent member of Nexia International.

CPAs & Consultants Wealth Advisors Corporate Investigators



Compliance with All Ethics Requirements Regarding Independence

The engagement team, others in our firm, as appropriate, and our firm has complied with all relevant ethical requirements regarding independence.

Qualitative Aspects of the City's Significant Accounting Practices

Significant Accounting Policies

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by the City is included in Note 1 to the financial statements.

There have been no initial selections of accounting policies and no changes in significant accounting policies or their application during the year.

No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

Significant Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgments.

The most sensitive accounting estimates affecting the financial statements were:

- Management's estimate of the useful lives of depreciable capital assets is based on the length of time it is believed that those assets will provide some economic benefit in the future.
- Management's estimate of the accrued compensated absences is based on current hourly rates and policies regarding payment of sick and vacation banks.
- The assumptions used in the actuarial valuations of the pension and other postemployment benefits plans are based on historical trends and industry standards.

We evaluated the key factors and assumptions used to develop these estimates and determined that they are reasonable in relation to the basic financial statements taken as a whole and in relation to the applicable opinion units.

In addition, the financial statements include net pension and other postemployment benefit liabilities and other related amounts, which are dependent on estimates made by the plan. These estimates are based on historical trends and industry standards but are not within the control of management.

Significant Difficulties Encountered During the Audit

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

Uncorrected and Corrected Misstatements

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole and each applicable opinion unit. In addition, professional standards require us to communicate to you all material, corrected misstatements that were brought to the attention of management as a result of our audit procedures. We did not identify any misstatements during our audit.

The schedule of adjustments passed is included with management's written representations in Attachment C to this letter, and summarizes uncorrected financial statement misstatements whose effects in the current and prior periods, as determined by management, are immaterial, both individually and in the aggregate, to the financial statements taken as a whole and each applicable opinion unit.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to the City's financial statements or the auditors' report. No such disagreements arose during the course of the audit.

Representations Requested from Management

We have requested certain written representations from management, which are included in Attachment C to this letter.

Management's Consultations with Other Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

Other Significant Matters, Findings, or Issues

In the normal course of our professional association with the City, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, operating and regulatory conditions affecting the entity, and operational plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as the City's auditors.

Other Information in Documents Containing Audited Financial Statements

Our responsibility for the supplementary information accompanying the financial statements, as described by professional standards, is to evaluate the presentation of the supplementary information in relation to the financial statements as a whole and to report on whether the supplementary information is fairly stated, in all material respects, in relation to the financial statements as a whole. We made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Upcoming Changes in Accounting Standards

Generally accepted accounting principles (GAAP) are continually changing in order to promote the usability and enhance the applicability of information included in external financial reporting. While it would not be practical to include an in-depth discussion of every upcoming change in professional standards, Attachment B to this letter contains a brief overview of recent pronouncements of the Governmental Accounting Standards Board (GASB) and their related effective dates. Management is responsible for reviewing these standards, determining their applicability, and implementing them in future accounting periods.

This information is intended solely for the use of the governing body and management of the **City of Ypsilanti, Michigan** and is not intended to be and should not be used by anyone other than these specified parties.

A handwritten signature in cursive script that reads "Lehmann Lohman LLC".

CITY OF YPSILANTI, MICHIGAN

■ Attachment A - Consideration of Internal Control Over Financial Reporting

For the June 30, 2019 Audit

We have audited, in accordance with the auditing standards generally accepted in the United States of America the financial statements of the governmental activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the **City of Ypsilanti, Michigan** (the "City"), as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated December 20, 2019.

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Other Matter

Credit Card Policy. The City's credit card policy states that any credit card that the City issues to an employee must be used for business purposes only, not personal purchases. We tested a credit card bill noting multiple purchases for non-business related use that were subsequently reimbursed by the employee. We recommend the City adhere to its policy.

■ ■ ■ ■ ■

CITY OF YPSILANTI, MICHIGAN

■ **Attachment B - Upcoming Changes in Accounting Standards / Regulations**

For the June 30, 2019 Audit

The following pronouncements of the Governmental Accounting Standards Board (GASB) have been released recently and may be applicable to the City in the near future. We encourage management to review the following information and determine which standard(s) may be applicable to the City. For the complete text of these and other GASB standards, visit www.gasb.org and click on the "Standards & Guidance" tab. If you have questions regarding the applicability, timing, or implementation approach for any of these standards, please contact your audit team.

GASB 84 ■ Fiduciary Activities

Effective 12/15/2019 (your FY 2020)

This standard establishes new criteria for determining how to report fiduciary activities in governmental financial statements. The focus is on whether the government is controlling the assets, and who the beneficiaries are. Under this revised standard, certain activities previously reported in agency funds may be reclassified in future periods. Due to the number of specific factors to consider, we will continue to assess the degree to which this standard may impact the City.

GASB 87 ■ Leases

Effective 12/15/2020 (your FY 2021)

This standard establishes a single model for reporting all leases (including those previously classified as operating and capital). Lessees will now report offsetting intangible lease assets and lease liabilities equal to the present value of future lease payments. Lessors will report offsetting lease receivables and deferred inflows of resources.

GASB 89 ■ Accounting for Interest Cost Incurred before the End of a Construction Period

Effective 12/15/2020 (your FY 2021)

This standard eliminates the requirement for governments to capitalize interest during the construction period for business-type activities. As this simplifies the accounting for interest, early implementation is encouraged. We do not expect this standard to have any significant effect on the City.

GASB 90 ■ Majority Equity Interests

Effective 12/15/2019 (your FY 2020)

This standard addresses situations in which a government acquires a majority of the equity interest in a legally separate organization, and whether such holdings should be reported as an investment or a component unit. We do not expect this standard to have any significant effect on the City.

GASB 91 ■ Conduit Debt Obligations

Effective 12/15/2021 (your FY 2022)

This standard defines "conduit debt obligations", where a government issues debt whose proceeds are received and repaid by a third-party obligor without the issuer being primarily liable. The standard requires issuers to disclose conduit debt obligations, but not to record a liability unless it is more likely than not that a commitment made by the issuer will require it to support one or more debt payments for a conduit debt obligation. We do not expect this standard to have any significant effect on the City.

■ ■ ■ ■ ■

CITY OF YPSILANTI, MICHIGAN

■ Attachment C - Management Representations

For the June 30, 2019 Audit

The following pages contain the written representations that we requested from management.



City of Ypsilanti

Office of the City Manager

December 20, 2019

Rehmann Robson
675 Robinson Road
Jackson, MI 49203

This representation letter is provided in connection with your audit of the financial statements of the governmental activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of *City of Ypsilanti, Michigan* (the "City"), as of and for the year ended June 30, 2019, and the related notes to the financial statements, for the purpose of expressing opinions on whether the basic financial statements present fairly, in all material respects, the financial position, results of operations, and cash flows, where applicable, and the respective budgetary comparison for the General Fund and each major special revenue fund of the City in conformity with accounting principles generally accepted for governments in the United States of America (U.S. GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in the light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement.

We confirm that, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves as of December 20, 2019:

Financial Statements

1. We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated July 16, 2019, for the preparation and fair presentation of the financial statements of the various opinion units referred to above in accordance with U.S. GAAP. We have reviewed, approved, and taken responsibility for the financial statements and related notes.
2. We have reviewed and approved the various adjusting journal entries that were proposed by you for recording in our books and records and reflected in the financial statements.
3. We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
4. We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
5. Significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.
6. Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of U.S. GAAP. For the purposes of this letter, related parties mean members of the governing body; board members; administrative officials; immediate families of administrative officials, board members, and members of the governing body; and any companies affiliated with or owned by such individuals.
7. All events subsequent to the date of the financial statements and for which U.S. GAAP requires adjustment or disclosure have been adjusted or disclosed.

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8. The effects of uncorrected misstatements summarized in the attached schedule and aggregated by you during the current engagement are immaterial, both individually and in the aggregate, to the applicable opinion units and to the financial statements as a whole.
9. The effects of all known actual or possible litigation and claims have been accounted for and disclosed in accordance with U.S. GAAP.
10. With regard to items reported at fair value:
 - a. The underlying assumptions are reasonable and they appropriately reflect management's intent and ability to carry out its stated courses of action.
 - b. The measurement methods and related assumptions used in determining fair value are appropriate in the circumstances and have been consistently applied.
 - c. The disclosures related to fair values are complete, adequate, and in conformity with U.S. GAAP.
 - d. There are no subsequent events that require adjustments to the fair value measurements and disclosures included in the financial statements.
11. All component units, as well as joint ventures with an equity interest, are included and other joint ventures and related organizations are properly disclosed.
12. All funds and activities are properly classified.
13. All funds that meet the quantitative criteria in GASB Statement No. 34, *Basic Financial Statements—and Management's Discussion and Analysis—for State and Local Governments*, and GASB Statement No. 37, *Basic Financial Statements—and Management's Discussion and Analysis—for State and Local Governments: Omnibus*, for presentation as major are identified and presented as such and all other funds that are presented as major are considered important to financial statement users.
14. All components of net position and fund balance classifications have been properly reported.
15. All revenues within the statement of activities have been properly classified as program revenues, general revenues, contributions to term or permanent endowments, or contributions to permanent fund principal.
16. All expenses have been properly classified in or allocated to functions and programs in the statement of activities, and allocations, if any, have been made on a reasonable basis.
17. All interfund and intra-entity transactions and balances have been properly classified and reported.
18. Deposit and investment risks have been properly and fully disclosed.
19. Capital assets, including infrastructure assets, are properly capitalized, reported, and if applicable, depreciated.
20. All required supplementary information is measured and presented within the prescribed guidelines.
21. We believe that the actuarial assumptions and methods used to measure pension and other postemployment benefit liabilities and costs for financial accounting purposes are appropriate in the circumstances.
22. We are responsible for the fair presentation of the City's net pension liability as calculated by the Municipal Employees' Retirement System of Michigan (MERS) and related amounts. We provided MERS with complete and accurate information regarding the City's participation in the plan, and have reviewed the information provided by MERS for inclusion in the City's financial statements.

Information Provided

23. We have provided you with:
 - a. Access to all information, of which we are aware that is relevant to the preparation and fair presentation of the financial statements of the various opinion units referred to above, such as records, documentation, meeting minutes, and other matters;
 - b. Additional information that you have requested from us for the purpose of the audit; and
 - c. Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.

24. All transactions have been recorded in the accounting records and are reflected in the financial statements.
25. We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
26. We have no knowledge of any fraud or suspected fraud that affects the entity and involves:
 - a. Management;
 - b. Employees who have significant roles in internal control; or
 - c. Others where the fraud could have a material effect on the financial statements.
27. We have no knowledge of any allegations of fraud, or suspected fraud, affecting the entity's financial statements communicated by employees, former employees, vendors, regulators, or others.
28. We have disclosed to you all known actual or possible litigation and claims whose effects should be considered when preparing the financial statements.
29. We have disclosed to you the identity of the entity's related parties and all the related party relationships and transactions of which we are aware.
30. There have been no communications from regulatory agencies concerning noncompliance with or deficiencies in accounting, internal control, or financial reporting practices.
31. The government has no plans or intentions that may materially affect the carrying value or classification of assets and liabilities.
32. We have disclosed to you all guarantees, whether written or oral, under which the government is contingently liable.
33. We have identified and disclosed to you the laws, regulations, and provisions of contracts and grant agreements that could have a direct and material effect on financial statement amounts, including legal and contractual provisions for reporting specific activities in separate funds.
34. There are no:
 - a. Violations or possible violations of laws or regulations, or provisions of contracts or grant agreements whose effects should be considered for disclosure in the financial statements or as a basis for recording a loss contingency, including applicable budget laws and regulations.
 - b. Unasserted claims or assessments that our lawyer has advised are probable of assertion and must be disclosed in accordance with GASB-62, *Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements*.
 - c. Other liabilities or gain or loss contingencies that are required to be accrued or disclosed by GASB-62.
35. The government has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset or future revenue been pledged as collateral, except as disclosed to you.
36. We have complied with all aspects of grant agreements and other contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
37. We have disclosed to you all significant estimates and material concentrations known to management that are required to be disclosed in accordance with GASB-62. Significant estimates are estimates at the balance sheet date that could change materially within the next year. Concentrations refer to volumes of business, revenues, available sources of supply, or markets or geographic areas for which events could occur that would significantly disrupt normal finances within the next year.

Supplementary Information in Relation to the Financial Statements as a Whole

38. With respect to the supplementary information accompanying the financial statements:
 - a. We acknowledge our responsibility for the presentation of the supplementary information in accordance with U.S. GAAP.

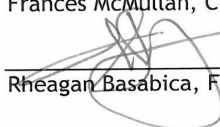
- b. We believe the supplementary information, including its form and content, is fairly presented in accordance with U.S. GAAP.
- c. The methods of measurement or presentation have not changed from those used in the prior period.
- d. We believe the significant assumptions or interpretations underlying the measurement or presentation of the supplementary information, and the basis for our assumptions and interpretations, are reasonable and appropriate in the circumstances.

Required Supplementary Information

39. With respect to the required supplementary information accompanying the financial statements:
- a. We acknowledge our responsibility for the presentation of the required supplementary information in accordance with U.S. GAAP.
 - b. We believe the required supplementary information, including its form and content, is measured and fairly presented in accordance with U.S. GAAP.
 - c. The methods of measurement or presentation have not changed from those used in the prior period.
 - d. We believe the significant assumptions or interpretations underlying the measurement or presentation of the required supplementary information, and the basis for our assumptions and interpretations, are reasonable and appropriate in the circumstances.



Frances McMullan, City Manager



Rheagan Basabica, Finance Director and Treasurer

CITY OF YPSILANTI, MICHIGAN

Schedule of Adjustments Passed (SOAP)

For the June 30, 2019 Audit

In accordance with generally accepted auditing standards, we have prepared the following schedule of proposed audit adjustments, which we believe are immaterial both individually and in the aggregate. We are providing this schedule to both management and those charged with governance to receive their assurance that they agree that the amounts listed below are not material to the financial statements, either individually or in the aggregate, and do not need to be recorded.

	Effect of Passed Adjustment - Over(Under)Statement				
	Assets	Liabilities	Beginning Equity	Revenues	Expenses/ Expenditures
General fund					
Items improperly excluded from accounts payable and accounts receivable	\$ (6,276)	\$ (6,276)	\$ -	\$ -	\$ -
Total general fund	<u>\$ (6,276)</u>	<u>\$ (6,276)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Misstatement as a percentage of total revenue - general fund	0.0%	0.0%	0.0%	0.0%	0.0%

City of Ypsilanti, Michigan Police and Fire Retirement System

For the Years
Ended June 30,
2019 and 2018

Financial
Statements

City of Ypsilanti, Michigan Police and Fire Retirement System

Financial Statements

For the Years Ended June 30, 2019 and 2018

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INDEPENDENT AUDITORS' REPORT

December 20, 2019

Retirement Board of the
City of Ypsilanti, Michigan
Police and Fire Retirement System
Ypsilanti, Michigan

We have audited the accompanying financial statements of the **City of Ypsilanti, Michigan, Police and Fire Retirement System** (the "System"), as of and for the years ended June 30, 2019 and 2018, and the related notes to the financial statements, which collectively comprise the System's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Independent Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audits to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on auditor judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

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Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the City of Ypsilanti, Michigan, Police and Fire Retirement System as of June 30, 2019 and 2018, and the changes in financial position for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the schedules, as listed in the table of contents, be presented to supplement the financial statements. Such information, although not a part of the financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the financial statements, and other knowledge we obtained during our audit of the financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Rehmann Lohman LLC

FINANCIAL STATEMENTS

CITY OF YPSILANTI, MICHIGAN POLICE AND FIRE RETIREMENT SYSTEM
Statements of Plan Net Position
June 30, 2019 and 2018

	<u>2019</u>	<u>2018</u>
Assets		
Cash and cash equivalents	\$ 2,625,895	\$ 1,826,392
Investments:		
U.S. agencies	2,165,846	1,688,669
Corporate bonds	3,164,396	3,933,480
Domestic equities	13,017,307	14,152,579
International equities	1,086,420	1,152,868
Mutual funds	4,096,036	5,000,272
Real estate investment trusts	168,702	236,230
Money market accounts	<u>1,018,209</u>	<u>164,312</u>
Total investments	<u>24,716,916</u>	<u>26,328,410</u>
Total assets	<u>27,342,811</u>	<u>28,154,802</u>
Liabilities		
Accounts payable	<u>2,007,774</u>	<u>1,553,040</u>
Net Position		
Restricted for pension benefits	<u>\$ 25,335,037</u>	<u>\$ 26,601,762</u>

The accompanying notes are an integral part of these financial statements.

CITY OF YPSILANTI, MICHIGAN POLICE AND FIRE RETIREMENT SYSTEM

Statements of Changes in Plan Net Position

Fiscal Years Ended June 30, 2019 and 2018

	<u>2019</u>	<u>2018</u>
Additions		
Contributions:		
Employer	\$ 1,517,865	\$ 1,466,261
Plan members	<u>200,724</u>	<u>171,520</u>
Total contributions	<u>1,718,589</u>	<u>1,637,781</u>
Investment earnings:		
Interest and dividends	648,636	721,840
Net appreciation in fair value of investments	<u>368,979</u>	<u>1,467,343</u>
Total investment earnings	1,017,615	2,189,183
Less: investment expenses	<u>(93,981)</u>	<u>(101,595)</u>
Net investment earnings	<u>923,634</u>	<u>2,087,588</u>
Total additions	<u>2,642,223</u>	<u>3,725,369</u>
Deductions		
Benefits	3,749,197	3,641,858
Refunds	90,870	70,013
Administrative expenses	<u>68,881</u>	<u>70,982</u>
Total deductions	<u>3,908,948</u>	<u>3,782,853</u>
Change in net position	(1,266,725)	(57,484)
Net position, beginning of year	<u>26,601,762</u>	<u>26,659,246</u>
Net position, end of year	<u>\$ 25,335,037</u>	<u>\$ 26,601,762</u>

The accompanying notes are an integral part of these financial statements.

CITY OF YPSILANTI, MICHIGAN POLICE AND FIRE RETIREMENT SYSTEM
Notes to the Financial Statements
Fiscal Years Ended June 30, 2019 and 2018

1. PLAN DESCRIPTION

Plan Administration. The City of Ypsilanti, Michigan Police and Fire Retirement System (the System) is a single-employer defined benefit pension plan that provides retirement, disability and death benefits to all police and fire employees of the City and their beneficiaries. Plan benefit provisions were established and may be amended under the authority of City of Ypsilanti ordinances. Cost of living adjustments are provided to members and beneficiaries. Contribution requirements were established and may be amended subject to collective bargaining agreements and approval by the Retirement Board and City of Ypsilanti City Council. The financial statements of the System are included as a pension trust fund in the City's financial statements.

Management of the System is vested in the Retirement Board of the City of Ypsilanti, Michigan Police and Fire Retirement System, which consists of five members: two that are elected (one each representing fire and police employees), two that are appointed by the City Council of the City of Ypsilanti and one that is the Treasurer of the City of Ypsilanti.

Plan Membership. At June 30, membership in the plan consisted of the following:

	2018	2017
Retirees and beneficiaries receiving benefits	128	128
Terminated employees entitled to but not yet receiving benefits	2	2
Active employees	30	30
Total	160	160

Benefits Provided. The System provides retirement, disability, and death benefits. Generally, retirement benefits are calculated as a percentage of the member's final average compensation (AFC) for a certain number of years times the member's years of service as summarized in the following table:

Eligibility	Amount of Benefit
20 or more years of service (25 years for Fire Chief) regardless of age or age 60 regardless of service.	Straight life pension equals 3.0% of three-year AFC times years of service for police and 3.0% of AFC times first 25 years of service, plus 1.0% of AFC times years of service in excess of 25 years, for fire. Additional benefit provisions apply to COAM members depending on hire dates.
25 or more years of service regardless of age for fire members hired after July 1, 2009	Straight life pension equals 2.5% of three-year AFC times years of service, with a 75% maximum.
25 or more years of service regardless of age for POAM/COAM members hired after July 1, 2009	Straight life pension equals 2.0% of three-year AFC times years of service.
Members hired after July 1, 2012	Same as members hired after July 1, 2009, except there is no annuity withdrawal options.

CITY OF YPSILANTI, MICHIGAN POLICE AND FIRE RETIREMENT SYSTEM
Notes to the Financial Statements
Fiscal Years Ended June 30, 2019 and 2018

1. PLAN DESCRIPTION (continued)

Retirees who are receiving benefits below the estimated federal and state poverty levels have their benefits increased up to the poverty level.

Contributions. Plan members hired prior to July 1, 2009 are required to contribute 10% of their annual covered wages to the System for pension benefits. Plan members hired after July 1, 2009 are required to contribute 5% of their annual covered wages to the System for pension benefits. The City contributes such additional amounts as necessary, based on actuarial determinations, to provide assets sufficient to pay for member benefits. The City's pension contributions for the years ended June 30, 2019 and 2018 represented 54.31% and 51.54%, respectively, of the annual covered payroll.

Deferred Retirement Option Program (DROP). In lieu of retiring and receiving a monthly benefit, an eligible participant may elect to participate in the DROP by making an irrevocable election to terminate employment with the City and retire upon ceasing participation in the DROP. The DROP election must specify the future retirement date which must be within the maximum time period permitted (typically 3 to 5 years, based on bargaining unit and hire date). Upon entry in the DROP, the participant ceases to accrue years of service in the defined benefit pension plan. The participant remains an employee of the City for all other purposes, but the retirement benefit payment is calculated, and payments commence into a separate, restricted account. These monthly payments, along with interest earnings thereon, are not distributed to the participant until employment has terminated. DROP activity for the fiscal years ended June 30, 2019 and 2018 is as follows:

	2019	2018
Beginning balance	\$ 1,542,478	\$ 1,263,177
Credits	434,492	549,768
Interest	68,784	58,465
Distributions	(50,000)	(197,565)
Adjustments	644	(131,367)
Ending balance	<u>\$ 1,996,398</u>	<u>\$ 1,542,478</u>

2. SIGNIFICANT ACCOUNTING POLICIES

Basis of Accounting. The financial statements of the System are prepared using the accrual basis of accounting. Plan member contributions are recognized in the period in which the contributions are due. The City's contributions are recognized when due and a formal commitment to provide the contributions has been made. Benefits and refunds are recognized when due and payable in accordance with the terms of the plans.

Valuation of Investments and Income Recognition. Plan investments are reported at fair value. Short-term investments are reported at cost, which approximates fair value. Securities traded on national or international exchanges are valued at the last reported sales price at current exchange rates. Investments that do not have established market values are reported at estimated fair values as determined by the custodian under the direction of the Retirement Board with the assistance of a valuation service. Administrative costs are financed through investment earnings.

Administration. Administrative costs are financed through the System's earnings.

CITY OF YPSILANTI, MICHIGAN POLICE AND FIRE RETIREMENT SYSTEM
Notes to the Financial Statements
Fiscal Years Ended June 30, 2019 and 2018

2. SIGNIFICANT ACCOUNTING POLICIES (continued)

Use of Estimates. The preparation of financial statements in conformity with generally accepted accounting principles requires management to make significant estimates and assumptions that could affect the reported amounts of assets and liabilities and disclosures of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates.

3. DEPOSITS AND INVESTMENTS

Deposits

The System's cash and cash equivalents consist of amounts deposited in the City's cash management pool of demand deposit accounts and certificates of deposit. As such, it is not practicable to present separate custodial risk disclosures for the System's portion of this pool; accordingly, please refer to the City of Ypsilanti's comprehensive annual financial report for custodial risk disclosures of deposits.

Investments

The Michigan Public Employees Retirement Systems' Investment Act, Public Act 314 of 1965, as amended, authorizes the System to invest in stocks, government and corporate securities, mortgages, real estate, and various other investment instruments, subject to certain limitations. The Retirement Board has the responsibility and authority to oversee the investment portfolio. Various professional investment managers are contracted to assist in managing the System's assets. All investment decisions are subject to Michigan law and the investment policy established by the Retirement Board.

Investment Allocation Policy. The System's policy in regard to the allocation of invested assets is established and may be amended by the Retirement Board. The policy pursues an investment strategy that protects the financial health of the System and reduces risk through the prudent portfolio diversification. The adopted asset allocation policy as of June 30, 2019 and 2018, is presented in the table below.

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Domestic equity	50%	7.67%
Domestic fixed income	15%	4.80%
International equity	33%	7.20%
Cash	2%	2.30%
	<u>100%</u>	

CITY OF YPSILANTI, MICHIGAN POLICE AND FIRE RETIREMENT SYSTEM
Notes to the Financial Statements
Fiscal Years Ended June 30, 2019 and 2018

3. DEPOSITS AND INVESTMENTS (continued)

Investment Holdings. The following is a summary of the System's investments as of June 30:

	2019	2018
Investments at fair value, as determined by quoted market price:		
U.S. agencies	\$ 2,165,846	\$ 1,688,669
Corporate bonds	3,164,396	3,933,480
Domestic equities	13,017,307	14,152,579
International equities	1,086,420	1,152,868
Mutual funds	4,096,036	5,000,272
Real estate investment trusts	168,702	236,230
Money market accounts	1,018,209	164,312
	<u>\$ 24,716,916</u>	<u>\$26,328,410</u>

Credit Risk. The System's investment policy provides that its investments in fixed income securities be limited to those rated BBB or better by a nationally recognized statistical rating organization. The System's investments in U.S. agencies were rated Aaa by Moody's Investor Services at both June 30, 2019 and 2018. The System's investments in corporate securities were rated by Moody's Investor Services as follows at June 30:

	2019	2018
A1	\$ -	\$ 151,450
A2	531,207	639,582
A3	845,868	784,640
Aa1	230,186	209,056
Baa1	779,238	798,645
Baa2	777,897	1,350,107
	<u>\$ 3,164,396</u>	<u>\$ 3,933,480</u>

The System's policy regarding credit risk provides that a minimum of 70% of fixed income investments must be in the top three major grades as determined by Moody's and the balance must be in the top four major grades.

Custodial Credit Risk. For investments, custodial credit risk is the risk that, in the event of the failure of the counterparty, the System will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The System's investment policy requires that investment securities be held in trust by a third-party institution in the System's name. As such, although uninsured and unregistered, the System's investments are not exposed to custodial credit risk since securities are held by the counterparty's trust department in the System's name. Short-term investments in money market funds are not subject to custodial credit risk.

CITY OF YPSILANTI, MICHIGAN POLICE AND FIRE RETIREMENT SYSTEM
Notes to the Financial Statements
Fiscal Years Ended June 30, 2019 and 2018

3. DEPOSITS AND INVESTMENTS (continued)

Concentration of Credit Risk. Concentration of credit risk is the risk of loss attributed to the magnitude of the System's investment in a single issuer. The System's policy regarding concentration of credit risk does not specify limits regarding concentration of credit risk, although it provides guidelines regarding target maximums for investment types.

At June 30, 2019 and 2018, the investment portfolio did not have holdings in any one issue greater than 5% of the total investment portfolio.

The System's policy regarding concentration of credit risk does not specify limits regarding concentration of credit risk, although it provides guidelines regarding target maximums for investment types.

Interest Rate Risk. Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. The System's investment policy requires a maximum term of maturity of 30 years for any single fixed income security. The System's investment policy does not address weighted average portfolio maturities.

As of June 30, 2019, maturities of the System's debt securities were as follows:

	Fair Value	Maturities in Years			
		Less Than 1	1 to 5	6 to 10	More than 10
U.S. agencies	\$ 2,165,846	\$ -	\$ -	\$ 10,930	\$ 2,154,916
Corporate bonds	3,164,396	200,516	1,340,503	852,342	771,035
	<u>\$ 5,330,242</u>	<u>\$ 200,516</u>	<u>\$ 1,340,503</u>	<u>\$ 863,272</u>	<u>\$ 2,925,951</u>

As of June 30, 2018, maturities of the System's debt securities were as follows:

	Fair Value	Maturities in Years			
		Less Than 1	1 to 5	6 to 10	More than 10
U.S. agencies	\$ 1,688,669	\$ -	\$ -	\$ 2,247	\$ 1,686,422
Corporate bonds	3,933,480	-	2,008,597	960,244	964,639
	<u>\$ 5,622,149</u>	<u>\$ -</u>	<u>\$ 2,008,597</u>	<u>\$ 962,491</u>	<u>\$ 2,651,061</u>

Of the above corporate bonds as of June 30, 2019 and 2018, \$1,819,328 and \$1,437,103, respectively, were callable. The System's policy regarding interest rate risk provides that fixed income maturities may not exceed 30 years; the System's holdings comply with this requirement.

Foreign Currency Risk. Foreign currency risk is the risk that significant fluctuations in exchange rates may adversely affect the fair value of an investment. The System's exposure to foreign currency risk is limited to holdings of international equities of predominantly Canadian, European and Caribbean denominated companies.

In addition to the above, the System's holdings in mutual funds are primarily composed of underlying investments in international equities (approximately 68% of total mutual fund holdings of \$4,096,036 at June 30, 2019 and 67% of total mutual fund holdings of \$5,000,272 at June 30, 2018), predominately in European, Japanese and other Asian companies. The residual mutual fund underlying investments are in cash and cash equivalents, domestic equities and alternatives.

CITY OF YPSILANTI, MICHIGAN POLICE AND FIRE RETIREMENT SYSTEM
Notes to the Financial Statements
Fiscal Years Ended June 30, 2019 and 2018

3. DEPOSITS AND INVESTMENTS (continued)

The System restricts the amount of investment in foreign currency-denominated investments to 20% of total pension system investments.

Rate of Return. For the years ended June 30, 2019 and 2018, the annual money-weighted rate of return on plan investments, net of investment expenses, was 3.92% and 8.35%, respectively. The money-weighted rate of return expresses investment performance, net of investment expenses, adjusted for the changing amounts actually invested.

Fair Value Measurement. The System categorizes the fair value measurement of its investments within the fair value hierarchy established by GAAP. Level 1 inputs are quoted prices in active markets; Level 2 inputs are significant observable inputs; and Level 3 inputs are significant unobservable inputs. These levels are determined by the System's investment manager at the portfolio level based on a review of the investment class, structure and what kind of securities are held in the portfolio. The investment manager will request the information from the portfolio manager, if necessary.

Debt and equity securities classified in Level 1 of the fair value hierarchy are valued using prices quoted in active markets for those securities. Debt securities classified in Level 2 of the fair value hierarchy are valued using a matrix pricing technique. Matrix pricing is used to value securities based on the securities' relationship to benchmark quoted prices.

The System had the following recurring fair value measurements as of June 30, 2019:

	Fair Value	Fair Value Measurements Using		
		Level 1	Level 2	Level 3
U.S. agencies	\$ 2,165,846	\$ -	\$ 2,165,846	\$ -
Corporate bonds	3,164,396	-	3,164,396	-
Domestic equities	13,017,307	13,017,307	-	-
International equities	1,086,420	1,086,420	-	-
Mutual funds	4,096,036	4,096,036	-	-
Real estate investment trusts	168,702	-	168,702	-
Money market accounts	1,018,209	1,018,209	-	-
	<u>\$24,716,916</u>	<u>\$19,217,972</u>	<u>\$5,498,944</u>	<u>\$ -</u>

The System had the following recurring fair value measurements as of June 30, 2018:

	Fair Value	Fair Value Measurements Using		
		Level 1	Level 2	Level 3
U.S. agencies	\$ 1,688,669	\$ -	\$ 1,688,669	\$ -
Corporate bonds	3,933,480	-	3,933,480	-
Domestic equities	14,152,579	14,152,579	-	-
International equities	1,152,868	1,152,868	-	-
Mutual funds	5,000,272	5,000,272	-	-
Real estate investment trusts	236,230	-	236,230	-
Money market accounts	164,312	164,312	-	-
	<u>\$26,328,410</u>	<u>\$20,470,031</u>	<u>\$5,858,379</u>	<u>\$ -</u>

CITY OF YPSILANTI, MICHIGAN POLICE AND FIRE RETIREMENT SYSTEM
Notes to the Financial Statements
Fiscal Years Ended June 30, 2019 and 2018

4. NET PENSION LIABILITY OF THE CITY

Net Pension Liability. The City's net pension liability was measured as of June 30, 2019, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2018 (as rolled forward to June 30, 2019). The components of the net pension liability of the City at June 30, was as follows:

	2019	2018
Total pension liability	\$ 50,053,391	\$ 47,061,520
Plan fiduciary net position	<u>(25,335,037)</u>	<u>(26,601,762)</u>
City's net pension liability	<u>\$ 24,718,354</u>	<u>\$ 20,459,758</u>
 Plan fiduciary net position as a percentage of the total pension liability	 50.62%	 56.53%

Actuarial Assumptions. The total pension liability was determined by an actuarial valuation as of June 30, 2018 and rolled forward to the measurement date of June 30, 2019, using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	No explicit price inflation assumption used
Salary increases	3.0% - 9.0%, including inflation
Investment rate of return	7.0%
Mortality rates	RP-2014 Healthy Annuitant Mortality Table for males and females projected 6 years to 2020, with MP-2014.

The actuarial assumptions used in the June 30, 2018 valuation were based on the results of an actuarial experience study for the period July 1, 2009 through June 30, 2014.

Since the prior measurement date, the discount rate was decreased from 7.5% to 7.0% and the salary increases were reduced from 4.0% to 3.0%.

The long-term expected rate of return on System's investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic real rates of return for each major asset class included in the pension plan's target asset allocation are discussed in the System's investment allocation policy in Note 3.

CITY OF YPSILANTI, MICHIGAN POLICE AND FIRE RETIREMENT SYSTEM
Notes to the Financial Statements
Fiscal Years Ended June 30, 2019 and 2018

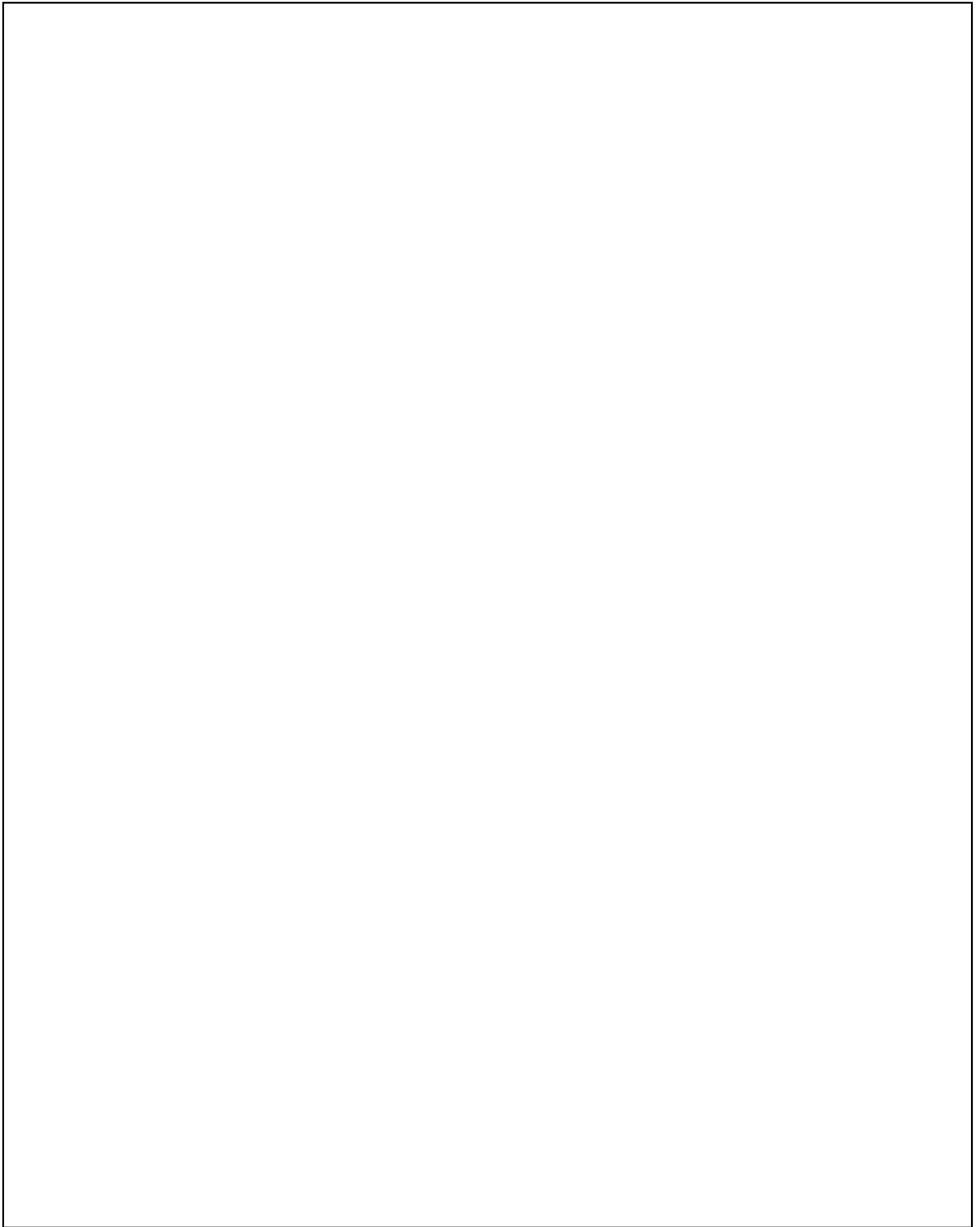
4. NET PENSION LIABILITY OF THE CITY (continued)

Discount Rate. The discount rate used to measure the total pension liability was 7.0%. The projection of cash flows used to determine the discount rate assumed that plan member contributions will be made at the current contribution rate and that City contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rate. Based on those assumptions, the System's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of Net Pension Liability to Changes in the Discount Rate. The following presents the net pension liability of the City, calculated using the discount rate of 7.0%, as well as what the City's net pension liability would be if it were calculated using a discount rate that is 1% lower (6.0%) and 1% higher (8.0%) than the current discount rate:

	1% Decrease (6.0%)	Current Rate (7.0%)	1% Increase (8.0%)
Net pension liability	\$ 30,077,126	\$ 24,718,354	\$ 20,091,780

GASB REQUIRED SUPPLEMENTARY INFORMATION



CITY OF YPSILANTI, MICHIGAN POLICE AND FIRE RETIREMENT SYSTEM
Schedule of Changes in Net Pension Liability and Related Ratios
Last Six Fiscal Years (1)

	Fiscal Year Ended June 30,					
	2019	2018	2017	2016	2015	2014
Total pension liability						
Service cost	\$ 427,454	\$ 410,415	\$ 483,184	\$ 624,175	\$ 767,076	\$ 417,399
Interest	3,401,642	3,329,509	3,334,772	3,377,822	3,248,978	3,244,001
Benefit changes	-	-	-	-	-	88,956
Difference between expected and actual experience	(46,777)	989,272	297,192	-	481,589	(212,827)
Changes of assumptions	3,049,619	-	-	-	1,407,285	(203,836)
Benefit payments, including employee refunds	(3,840,067)	(3,711,871)	(4,585,964)	(4,425,057)	(3,806,050)	(3,078,288)
Net change in total pension liability	2,991,871	1,017,325	(470,816)	(423,060)	2,098,878	255,405
Total pension liability - beginning	47,061,520	46,044,195	46,515,011	46,938,071	44,839,193	44,583,788
Total pension liability - ending (a)	50,053,391	47,061,520	46,044,195	46,515,011	46,938,071	44,839,193
Plan net position						
Contributions - employer	1,517,865	1,466,261	1,355,989	1,240,657	1,395,423	1,358,167
Contributions - member	200,724	171,520	208,502	234,471	274,671	275,422
Net investment income	923,634	2,087,588	2,619,925	(253,617)	1,002,019	4,982,234
Benefit payments, including employee refunds	(3,840,067)	(3,711,871)	(4,585,964)	(4,425,057)	(3,806,050)	(3,078,288)
Administrative expense	(68,881)	(70,982)	(72,546)	(67,345)	(59,069)	(60,012)
Net change in plan net position	(1,266,725)	(57,484)	(474,094)	(3,270,891)	(1,193,006)	3,477,523
Plan net position - beginning	26,601,762	26,659,246	27,133,340	30,404,231	31,597,237	28,119,714
Plan net position - ending (b)	25,335,037	26,601,762	26,659,246	27,133,340	30,404,231	31,597,237
Net pension asset - ending (a) - (b)	\$ 24,718,354	\$ 20,459,758	\$ 19,384,949	\$ 19,381,671	\$ 16,533,840	\$ 13,241,956
Ratio of plan net position to total pension liability	50.62%	56.53%	57.90%	58.33%	64.78%	70.47%
Covered payroll	\$ 2,794,588	\$ 2,844,954	\$ 3,174,402	\$ 3,170,835	\$ 3,298,809	\$ 3,440,059
Net pension liability as a percentage of covered payroll	884.51%	719.16%	610.66%	611.25%	501.21%	384.93%

(1) Information prior to 2014 was not available. The System will continue to present information for years available until a full ten-year trend is available.

CITY OF YPSILANTI, MICHIGAN POLICE AND FIRE RETIREMENT SYSTEM
Schedule of City of Ypsilanti Contributions
Last Six Fiscal Years (1)

	2019	2018	2017	2016	2015	2014
Actuarially determined employer contributions	\$ 1,517,865	\$ 1,466,261	\$ 1,355,989	\$ 1,240,657	\$ 1,395,423	\$ 1,347,529
Actual employer contributions	<u>(1,517,865)</u>	<u>(1,466,261)</u>	<u>(1,355,989)</u>	<u>(1,240,657)</u>	<u>(1,395,423)</u>	<u>(1,358,167)</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (10,638)</u>
City covered payroll	\$ 2,794,588	\$ 2,844,954	\$ 3,174,402	\$ 3,170,835	\$ 3,298,809	\$ 3,440,059
Actual contributions as a percentage of covered payroll	54.31%	51.54%	42.72%	39.13%	42.30%	39.17%

(1) Information prior to 2014 was not available. The System will continue to present information for years available until a full ten-year trend is available.

Notes to Schedule

Valuation date	Actuarially determined contribution rates are calculated as of June 30 that is 12 months prior to the beginning of the fiscal year for which the contributions are reported
Actuarial cost method	Entry age
Amortization method	Level percentage of payroll, closed
Remaining amortization period	27 years for 2017 valuation
Asset valuation method	5-year smoothing
Inflation	No explicit price inflation assumption used
Salary increases	4.0%-9.0%, including inflation
Investment rate of return	7.5%, net of pension plan investment expense, including inflation
Retirement Age	Experience-based table of rates that are specific to the type of eligibility condition. Last updated for the 2010 valuation.
Mortality	RP-2014 Health Annuitant Mortality Table for males and females projected six years to 2020, with MP-2014. The provision for future mortality improvement is the projection to 2020.

Previous Actuarial Methods and Assumptions

During the fiscal year ended June 30, 2014, the Plan implemented GASB Statement No. 67, resulting in a change in assumptions from those used previously under GASB Statement No. 25.

During the fiscal year ended June 30, 2015, the Plan experienced a change in actuarial assumptions, updating the mortality tables used from RP-2000 Mortality Table to the RP-2014 Mortality Table.

During the fiscal year ended June 30, 2019, the Plan experienced a change in actuarial assumptions that included a reduction in the discount rate assumption from 7.5% to 7.0% and a reduction in the salary increases assumption from 4.0% to 3.0%.

CITY OF YPSILANTI, MICHIGAN POLICE AND FIRE RETIREMENT SYSTEM
Schedule of Investment Returns
Last Seven Fiscal Years (1)

<u>Fiscal Year End</u>	<u>Annual Money- Weighted Rate of Return, net</u>
6/30/2019	3.92%
6/30/2018	8.35%
6/30/2017	10.34%
6/30/2016	-0.27%
6/30/2015	3.70%
6/30/2014	19.22%
6/30/2013	13.99%

(1) Information prior to 2013 was not available. The System will continue to present information for years available until a full ten-year trend is available.



Resolution No. 2020-011
January 14, 2020

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
14 day of January 2020

#Resolution No. 2020-011