



**CITY OF YPSILANTI
REGULAR COUNCIL MEETING
Tuesday, November 10, 2020 @ 7:00 PM
Zoom Meeting**

<https://us02web.zoom.us/j/86452755118>

One South Huron, Ypsilanti, MI 48197

Page

I. CALL TO ORDER

II. ROLL CALL

III. AGENDA APPROVAL

IV. PUBLIC COMMENT (3 MINUTES)

V. ORDINANCES FIRST READING

- 3 - 8** A. *Ordinance 1357* - An ordinance to amend Section 46-34 of the Ypsilanti City Code to provide that Ethics Complaints be filed with the City Clerk.
1. Resolution No. 2020-062, determination.
 2. Public Hearing
 3. Resolution No. 2020-063. close the public hearing
- [Supporting Documents - Pdf](#)

- 9 - 28** B. *Ordinance - 1369*, An Ordinance Entitled "2019 WINTER TRAFFIC CONTROL ORDERS"
1. Resolution No. 2020-238, determination.
 2. Public Hearing
 3. Resolution No. 2020-239. close the public hearing
- [Supporting Documents - Pdf](#)

VI. RESOLUTIONS/MOTIONS/DISCUSSIONS

- 29 - 35** A. Resolution No. 2020-240A, approving the application and application process for the Ward 1 Vacancy. (added)
[2020-240A - Pdf](#)
- 36 - 40** B. Resolution No. 2020-240, approving the minutes from October 20, 2020.
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- 41 - 49** C. Resolution No. 2020-241, approving the purchase of Packer Truck
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- 50 - 55** D. Resolution No. 2020-242, approving the proposal from OHM for design

engineering services for the amount of \$34,810 for Oakwood St.

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- E. Resolution No. 2020-243, approving the attached updated Fee Schedule for Parking Fees and Fines and further authorize a Weekly Contractor Pass Pilot Program.

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- F. Resolution No. 2020-244 approving the Passport Parking Agreement Addendum

[2020-244 - Pdf](#)

VII. 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
7. Youth Community Connection

VIII. COUNCIL PROPOSED BUSINESS

IX. COMMUNICATIONS FROM THE MAYOR

X. COMMUNICATIONS FROM THE CITY MANAGER

XI. COMMUNICATIONS

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- A. Washtenaw County Regional Resource Management Authority (WRRMA) Proposed Budget.

[WRRMA Budget 2021](#)

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- B. Washtenaw County Regional Resource Management Authority (WRRMA) 2020 Summary of Activities.

[WRRMA Summary of Activities 2020.final](#)

XII. ADJOURNMENT

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- A. Resolution No. 2020-245, adjourning the City Council Meeting.

[2020-245 - Pdf](#)

- 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.



REQUEST FOR LEGISLATION

TO: Mayor and City Council

FROM: John Barr

DATE: November 10, 2020

SUBJECT: Amend Ethics Ordinance to provide filing of complaint with City Clerk

DESCRIPTION:

Amend Ethics Ordinance to provide filing of complaint with City Clerk

SUMMARY:

The Ypsilanti Board of Ethics requests that the ethics ordinance be amended to provide that a copy of any ethics complaint be forwarded to the board. Accordingly, I have drafted a proposed ordinance to provide that any ethics complaint be filed with the City Clerk (instead of the City Attorney) and the City Clerk forward the complaint to the City Attorney and City Board of Ethics. This will follow present practice. The City Clerk is in agreement.

ATTACHMENTS: Proposed Ordinance

RECOMMENDED ACTION: Adoption of the ordinance

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: _____

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____



Resolution No. 2020-062
November 10, 2020

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

An ordinance to Amend Section 46-34 of the Ypsilanti City Code to provide that Ethics Complaints be filed with the City Clerk be adopted 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 10 day of November 2020

#Resolution No. 2020-062



**CITY OF YPSILANTI
NOTICE OF ADOPTED ORDINANCE
Ordinance No. 1357**

An ordinance to Amend Section 46-34 of the Ypsilanti City Code to provide that Ethics Complaints be filed with the City Clerk

1. **THE CITY OF YPSILANTI HEREBY ORDAINS** That Sec. 46-34 of the Ypsilanti City Code is amended to provide for filing an ethics complaint with the city clerk and a copy to be forwarded to the city attorney and board of ethics and that section 46-34 of the Ypsilanti City Code is hereby amended to read as follows:

Sec. 46-34. - Hearings.

(a)

Filing of complaint. Any person may file a written, sworn, and signed complaint with the city clerk attorney alleging a violation of ethics by any officer or employee of the city. The city clerk shall forward a copy of the complaint to the board of ethics and the city attorney. The city attorney shall review the complaint as to proper form, determine whether the complaint falls under the scope of the board of ethics as defined throughout this article, determine whether the complaint alleges a prima facie case, and make a nonbinding recommendation to the board of ethics for action (e.g. order a hearing, forward to another agency for investigation, dismiss the case, etc.).

2. **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 effect, 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 have been included in this Ordinance.

3. **Repeal.** All other Ordinances inconsistent with the provisions of this Ordinance are, to the extent of such inconsistencies, hereby repealed.

4. **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.

5. 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.

6. 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 _____, 2020.

Andrew Hellenga , City Clerk

Attest

I do hereby confirm that the above Ordinance No. ____ was published in The Washtenaw County Legal News on the _____ day of _____, 2020.

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 _____, 2020.

Andrew Hellenga, City Clerk

Notice Published: _____

First Reading: _____

Second Reading: _____

Published: _____

Effective Date: _____

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

S:\Clerk's Office\CITY COUNCIL MEETINGS\CITY COUNCIL MEETINGS\2020 City Council Meetings\3-17-
2020\1-Ethics\Ord amend Ethics Ord file City Clerk 030520.doc



Resolution No. 2020-063
November 10, 2020

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

The public hearing for an ordinance to Amend Section 46-34 of the Ypsilanti City Code to provide that Ethics Complaints be filed with the City Clerk 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 10 day of November 2020

#Resolution No. 2020-063



REQUEST FOR LEGISLATION

TO: Mayor and City Council
FROM: Bonnie Wessler
DATE: November 10, 2020
SUBJECT: Traffic Control Orders

DESCRIPTION:
Traffic Control Orders

SUMMARY:

Per the Uniform Traffic Code (R28.1153) and City Code (§10-32), the City Manager has the authority to regulate traffic via issuance of Traffic Control Orders. Those orders are temporary for a period of 90 days until they are approved by City Council and filed with the Clerk. Residential Permit Parking program TCOs automatically become permanent under §102-101.

Attached are Traffic Control Orders 2020-001 through 2020-011 for Council's consideration and approval. Note that TCO 2020-011, to enact paid parking in Depot Town, will not be enacted until such time as the coin shortage ends and paid parking resumes throughout the City.

- 2020-001, restrictions to parking for the Parkridge Community Center
- 2020-002, remove on-street meters on 200 and 300 block of W Cross
- 2020-003, add time limitations to the loading zone signage on S Washington
- 2020-004, convert motorcycle parking in South Huron lot to handicap placard (parallel)
- 2020-005, bridge weight limits
- 2020-006, add handicap placard parking on N Normal adjacent to W Cross
- 2020-007, add handicap placard parking in the Freighthouse Lot adjacent to E Cross
- 2020-008, institute time limitations in the Maple St Lot pursuant to agreement with DDA
- 2020-009, institute time limitations in the 300 and 400 blocks of N River and the 100 block of E Cross
- 2020-010, sign "no parking here to corner" on N River 300 bl adjacent to railroad in compliance with State law
- 2020-011, enact paid parking in Depot Town

RECOMMENDED ACTION: Approval

ATTACHMENTS: TCOs.

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: _____

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____



**Resolution No. 2020-238
November 10, 2020**

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, the Traffic Review Committee has reviewed several traffic control requests and made appropriate recommendations based on best practices, City ordinance, and City policy; and

WHEREAS, the City Council reviewed and approved policy direction for parking system changes in Downtown, Depot Town, and West Cross; and

WHEREAS, the Traffic Review Committee reviewed engineering recommendations for bridge weight limits; and

WHEREAS, the Traffic Review Committee reviewed and recommended a request to limit parking adjacent to the Parkridge Community Center to guests of the PCC and the Ypsilanti Housing Commission Offices; and

WHEREAS, the City Manager has seen fit to issue temporary Traffic Control Orders 2020-001 through 011 based on said recommendations; and

WHEREAS, the City Manager recommends City Council provide final approval for the Traffic Control Orders listed above.

NOW THEREFORE BE IT RESOLVED, THAT the City Council hereby approves Traffic Control Orders as listed and adopts an ordinance entitled 2019 Winter Traffic Control Orders 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 10 day of November 2020

#Resolution No. 2020-238



Ordinance No. 1369

An Ordinance Entitled "2019 WINTER TRAFFIC CONTROL ORDERS"

THE CITY OF YPSILANTI ORDAINS:

That the following Traffic Control Orders be made permanent:

- 2020-001, restrictions to parking for the Parkridge Community Center
- 2020-002, remove on-street meters on 200 and 300 block of W Cross
- 2020-003, add time limitations to the loading zone signage on S Washington
- 2020-004, convert motorcycle parking in South Huron lot to handicap placard (parallel)
- 2020-005, bridge weight limits
- 2020-006, add handicap placard parking on N Normal adjacent to W Cross
- 2020-007, add handicap placard parking in the Freighthouse Lot adjacent to E Cross
- 2020-008, institute time limitations in the Maple St Lot pursuant to agreement with DDA
- 2020-009, institute time limitations in the 300 and 400 blocks of N River and the 100 block of E Cross
- 2020-010, sign "no parking here to corner" on N River 300 bl adjacent to railroad in compliance with State law
- 2020-011, enact paid parking in Depot Town

MADE, PASSED, AND ADOPTED BY THE YPSILANTI CITY COUNCIL THIS _____ DAY OF _____, 2020

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 _____, 2020.

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 _____, 2020.

Andrew Hellenga, City Clerk

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



Resolution No. 2020-239
November 10, 2020

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

THAT the public hearing for Ordinance 1369 an ordinance entitled 2019 Winter Traffic Control 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 10 day of November 2020

#Resolution No. 2020-239



CITY OF YPSILANTI TRAFFIC CONTROL ORDER

DATE: June 3, 2020

ORDER NO: 2020-01

LOCATION: Parkridge Community Center: Armstrong Drive & Armstrong Court

ORDER: **Add**
 "Parkridge Community Center and Ypsilanti Housing Commission
 Administrative Offices Parking Only
 No Parking 9pm to 8am"
 And a tow-away placard to new posts at parking spaces along
 Armstrong Court.

Add "Parkridge Community Center Parking Only
No Parking 9pm to 8am"
And a tow-away placard to new posts at parking spaces along
Armstrong Drive (Harriet to Hilyard Robinson Way)

See attached map for approximate locations.

REASON: **Visitors to Parkridge Homes & Parkridge Park occupying all available**
 spaces during programming hours; illicit activity overnight.

Approved by: _____
 Frances McMullan, City Manager

Prepared by: Bonnie Wessler

Date Completed: _____ By: _____

cc: Ron Akers, DPS
 Andrew Hellenga, Clerk/Treasurer
 Tony DeGuisti, YPD
 Ken Hobbs, YFD
 Bonnie Wessler, DPS
 Chris Jacobs, YDDA





**CITY OF YPSILANTI
TRAFFIC CONTROL ORDER**

DATE: August 20, 2020

ORDER NO: 2020-002

LOCATION: West Cross Business District: Meter removal on-street

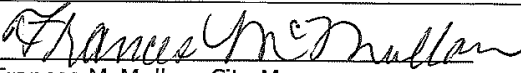
ORDER: Remove meters and posts from 200 and 300 block of West Cross.

"two hour parking 6am – 2am" signage to remain

Install "two hour parking, 10a-2a" and "loading zone only, here to corner, 6a-10a" at the easternmost space in front of 301 W Cross

REASON: See Council Resolution 2019-240 & accompanying documentation
Underperforming meters; maintenance liability. Encourage additional
on-street parking to aid traffic calming.

Approved by:


Frances McMullan, City Manager

Prepared by: Bonnie Wessler

Date Completed: _____

By: _____

cc: Ron Akers, DPS
Andrew Hellenga, Clerk
Tony DeGuisti, YPD
Ken Hobbs, YFD
Bonnie Wessler, DPS
Chris Jacobs, YDDA



**CITY OF YPSILANTI
TRAFFIC CONTROL ORDER**

DATE: August 20, 2020

ORDER NO: 2020-003

LOCATION: Downtown Business District: Loading Zone

ORDER: Add placard stating "8a-5p, Mon-Fri" to existing "Loading Zone" sign in front of 14 S Washington

REASON: See Council Resolution 2019-240 & accompanying documentation
Enables use of this space for parking during peak dining hours

Approved by: Frances McMullan
Frances McMullan, City Manager

Prepared by: Bonnie Wessler

Date Completed: _____ By: _____

cc: Ron Akers, DPS
Andrew Hellenga, Clerk
Tony DeGuisti, YPD
Ken Hobbs, YFD
Bonnie Wessler, DPS
Chris Jacobs, YDDA



CITY OF YPSILANTI TRAFFIC CONTROL ORDER

DATE: August 20, 2020

ORDER NO: 2020-004

LOCATION: Downtown Business District: South Huron Lot

ORDER: Remove motorcycle striping and associated "motorcycle parking only" signage
Replace with one parallel handicap parking space and associated signage (see attached map for location)

Remove one-way sign from south side of S Huron entrance; relocate to north side of S Huron entrance

Place "do not enter" and regulatory "no exit" signage on existing post formerly used by "one way" sign (see attached examples)

REASON: Lack of use of motorcycle spaces; identified need for additional HC spaces in Downtown
Clarify circulation patterns

Approved by: Frances McMullan
Frances McMullan, City Manager

Prepared by: Bonnie Wessler

Date Completed: _____

By: _____

cc: Ron Akers, DPS
Andrew Hellenga, Clerk
Tony DeGuisti, YPD
Ken Hobbs, YFD
Bonnie Wessler, DPS
Chris Jacobs, YDDA



CITY OF YPSILANTI TRAFFIC CONTROL ORDER

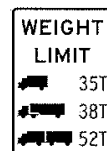
DATE: August 20, 2020

ORDER NO: 2020-005

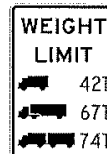
LOCATION: Prospect Railroad Bridge
Cross Street River Bridge
LeForge River Bridge

ORDER: Install new weight limit signage (R12-5) in advance of three bridges from both travel directions.

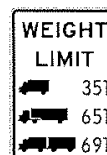
Prospect Rd Bridge, just north of Michigan Ave (WEIGHT LIMIT 35T, 38T, 52T)



Cross Street Bridge, over the Huron River, between Huron St and River St (WEIGHT LIMIT 42T, 67T, 74T)

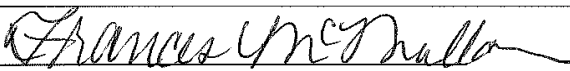


Leforge Street Bridge, just north of Huron River Drive and the railroad (WEIGHT LIMIT 35T, 65T, 69T)



REASON: Recent bridge inspections warrant weight limits.

Approved by:


Frances McMullan, City Manager

Prepared by: Bonnie Wessler

Date Completed: _____

By: _____



**CITY OF YPSILANTI
TRAFFIC CONTROL ORDER**

DATE: August 20, 2020

ORDER NO: 2020-006

LOCATION: West Cross Business District: Normal Street

ORDER: Sign the 2 northernmost on-street perpendicular handicap spaces on the west side of North Normal, for handicap placard spaces

REASON: See Council Resolution 2019-240 & accompanying documentation
Identified lack of handicap placard spaces in West Cross business district

Approved by: _____

Frances McMullan
Frances McMullan, City Manager

Prepared by: Bonnie Wessler

Date Completed: _____

By: _____

cc: Ron Akers, DPS
Andrew Hellenga, Clerk/Treasurer
Tony DeGuisti, YPD
Ken Hobbs, YFD
Bonnie Wessler, DPS
Chris Jacobs, YDDA



**CITY OF YPSILANTI
TRAFFIC CONTROL ORDER**

DATE: August 20, 2020

ORDER NO: 2020-007

LOCATION: Depot Town: Freighthouse Parking Lot Handicap Spaces

ORDER: Sign and stripe the two southernmost parking spaces on the west side of the Freighthouse Lot to be handicap placard only

REASON: See Council Resolution 2019-240 & accompanying documentation
Identified lack of handicap placard parking in Depot Town area

Approved by: Frances McMullan
Frances McMullan, City Manager

Prepared by: _____
Bonnie Wessler

Date Completed: _____ By: _____

cc: Ron Akers, DPS
Andrew Hellenga, Clerk/Treasurer
Tony DeGuisti, YPD
Ken Hobbs, YFD
Bonnie Wessler, DPS
Chris Jacobs, YDDA



**CITY OF YPSILANTI
TRAFFIC CONTROL ORDER**

DATE: September 10, 2020

ORDER NO: 2020-011

LOCATION: Depot Town Business District: Freighthouse Lot, Maple Street Lot, 300 and 400 blocks of North River, and 10-100 blocks of East Cross

ORDER: Institute paid parking, with rates as set by City Council, consistent with posted time limits.

REASON: See Council Resolution 2019-240 & accompanying documentation

Approved by: Frances McMullan
Frances McMullan, City Manager

Prepared by: Bonnie Wessler

Date Completed: _____

By: _____

cc: Ron Akers, DPS
Andrew Hellenga, Clerk/Treasurer
Tony DeGuisti, YPD
Ken Hobbs, YFD
Bonnie Wessler, DPS
Chris Jacobs, YDDA



**CITY OF YPSILANTI
TRAFFIC CONTROL ORDER**

DATE: August 20, 2020

ORDER NO: 2020-004

LOCATION: Downtown Business District: South Huron Lot

ORDER: Remove motorcycle striping and associated "motorcycle parking only" signage
Replace with one parallel handicap parking space and associated signage (see attached map for location)

Remove one-way sign from south side of S Huron entrance; relocate to north side of S Huron entrance

Place "do not enter" and regulatory "no exit" signage on existing post formerly used by "one way" sign (see attached examples)

REASON: Lack of use of motorcycle spaces; identified need for additional HC spaces in Downtown
Clarify circulation patterns

Approved by: Frances McMullan
Frances McMullan, City Manager

Prepared by: Bonnie Wessler

Date Completed: _____

By: _____

cc: Ron Akers, DPS
Andrew Hellenga, Clerk
Tony DeGuisti, YPD
Ken Hobbs, YFD
Bonnie Wessler, DPS
Chris Jacobs, YDDA



CITY OF YPSILANTI TRAFFIC CONTROL ORDER

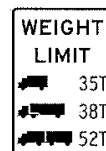
DATE: August 20, 2020

ORDER NO: 2020-005

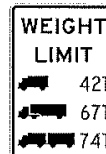
LOCATION: Prospect Railroad Bridge
Cross Street River Bridge
LeForge River Bridge

ORDER: Install new weight limit signage (R12-5) in advance of three bridges from both travel directions.

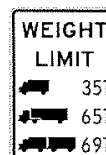
Prospect Rd Bridge, just north of Michigan Ave (WEIGHT LIMIT 35T, 38T, 52T)



Cross Street Bridge, over the Huron River, between Huron St and River St (WEIGHT LIMIT 42T, 67T, 74T)



Leforge Street Bridge, just north of Huron River Drive and the railroad (WEIGHT LIMIT 35T, 65T, 69T)



REASON: Recent bridge inspections warrant weight limits.

Approved by:

Frances McMullan
Frances McMullan, City Manager

Prepared by: Bonnie Wessler

Date Completed: _____

By: _____



**CITY OF YPSILANTI
TRAFFIC CONTROL ORDER**

DATE: August 20, 2020

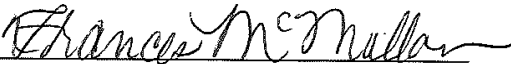
ORDER NO: 2020-008

LOCATION: Depot Town: Maple Street Lot

ORDER: Install 4-hour parking, 10a-7p, Mon-Saturday signage at the entrance to the lot, as well as at regular intervals within the parking lot, no fewer than 9 signs.

REASON: See Council Resolution 2019-240 & accompanying documentation.
Per agreement with DDA for management of Maple lot.

Approved by:


Frances McMullan, City Manager

Prepared by: Bonnie Wessler

Date Completed: _____

By: _____

cc: Ron Akers, DPS
Andrew Hellenga, Clerk/Treasurer
Tony DeGuisti, YPD
Ken Hobbs, YFD
Bonnie Wessler, DPS
Chris Jacobs, YDDA



**CITY OF YPSILANTI
TRAFFIC CONTROL ORDER**

DATE: August 20, 2020

ORDER NO: 2020-009

LOCATION: Depot Town: E Cross 100 Block, N River 400 block

ORDER: Sign the three parking areas (west side of 400 block N River in front of Thompson Block, east side of 400 block N River in front of former rail station, south side of 100 block E Cross in front of Auto Museum) for 2-hour parking, 10a-7p, Mon-Sat

REASON: See Council Resolution 2019-240 & accompanying documentation
Time-limiting parking areas anticipated to be in high demand upon opening of Thompson Block/reopening of economy.

Approved by: _____

Frances McMullan
Frances McMullan, City Manager

Prepared by: Bonnie Wessler

Date Completed: _____

By: _____

cc: Ron Akers, DPS
Andrew Hellenga, Clerk/Treasurer
Tony DeGuisti, YPD
Ken Hobbs, YFD
Bonnie Wessler, DPS
Chris Jacobs, YDDA



**CITY OF YPSILANTI
TRAFFIC CONTROL ORDER**

DATE: August 20, 2020

ORDER NO: 2020-010

LOCATION: Depot Town: west side 300 block N River adjacent to railroad

ORDER: Place "no parking here to railroad" (or equivalent MUTCD signage) at the beginning of the red-curb area, north of signed parking space

REASON: See Council Resolution 2019-240 & accompanying documentation
Red curb area is within 50' of railroad and on a curve. Red curb area is difficult to read in low light conditions or poor weather.

Approved by: Frances McMullan
Frances McMullan, City Manager

Prepared by: _____
Bonnie Wessler

Date Completed: _____ By: _____

cc: Ron Akers, DPS
Andrew Hellenga, Clerk/Treasurer
Tony DeGuisti, YPD
Ken Hobbs, YFD
Bonnie Wessler, DPS
Chris Jacobs, YDDA



**CITY OF YPSILANTI
TRAFFIC CONTROL ORDER**

DATE: September 10, 2020

ORDER NO: 2020-011

LOCATION: Depot Town Business District: Freighthouse Lot, Maple Street Lot, 300 and 400 blocks of North River, and 10-100 blocks of East Cross

ORDER: Institute paid parking, with rates as set by City Council, consistent with posted time limits.

REASON: See Council Resolution 2019-240 & accompanying documentation

Approved by: Frances McMullan
Frances McMullan, City Manager

Prepared by: Bonnie Wessler

Date Completed: _____ By: _____

cc: Ron Akers, DPS
Andrew Hellenga, Clerk/Treasurer
Tony DeGuisti, YPD
Ken Hobbs, YFD
Bonnie Wessler, DPS
Chris Jacobs, YDDA



Resolution No. 2020-240A
November 10, 2020

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, there is a vacancy for Council Member in Ward 1; and

WHEREAS, per Section 2.05(d)(3) of the City Charter requires that a Council Member to represent Ward 1 be appointed on or before the third Regular Council Meeting following the vacancy.

NOW THEREFORE BE IT RESOLVED THAT the Ypsilanti City Council approve the application and application process for the Ward 1 Vacancy.

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
10 day of November 2020

#Resolution No. 2020-240A

OVERVIEW OF PROCESS

Ypsilanti City Council Ward 1 Appointment

1. Propose and agree to timeline and process (during November 10, 2020 Regular meeting).
2. City Clerk will send out press release and publicly post timeline, process, and application materials. Send directly to any persons already having expressed interest in the position. Materials to be posted by 5pm on Wednesday, November 11, 2020. Include the following:
 - a. Vacancy has occurred for Ward 1 seat – Press Release
 - b. City Council member duties, expectations, and compensation.
 - c. Basic requirements of candidates (age, residency)
 - d. Candidate application form
 - e. Overview of Process and Summary of Timeline
3. Application packets to be turned in by 5 pm on Thursday, November 19, 2020 to City Clerk, either in person or in hard copy at City Hall or electronically to City Clerk. Clerk will confirm receipt of application in writing via email.
4. City Clerk will verify identity and eligibility of each candidate. (*Affidavit of Identity*)
5. Clerk will compile all applicant materials and distribute to Council members by 12:00 noon, Friday, November 20, 2020. Council application materials will also be made available for public viewing on the city's website and at the City Clerk's office. Council members will review materials and make selections for interview.
6. Council will inform the Clerk's Office their preferred top three applicants to interview. The City Clerk will communicate to all applicants whether or not they have been selected for an interview.
7. Council members can submit up to 2 questions to be asked of all candidates by 5 pm Friday, November, 2020. The Mayor will compile these and make a list of a total 12 questions for all candidates to be prepared to address during their interview.

SUMMARY OF TENTATIVE TIMELINE

Ypsilanti City Council Ward 3 Appointment

Tuesday, November 10	Council decides on process & timeline
Wednesday, November 11, 5 pm	Council candidate application packet/information released and Press Release published.
Thursday, November 19, 5 pm	Deadline for Council candidate application materials.
Friday, November 20	Compile candidate application materials, distribute to Council and post for public.
Friday, November 20, 5 pm	Candidate interview questions due to City Clerk. Candidates selected.
Tuesday, November 24, 6 pm (INTERVIEWS)	Council will conduct interviews with chosen candidates. Potential Appointment
Wednesday, November 25, 6 pm	City Clerk informs Council of results, including top candidates.
Tuesday, December 1, 6 pm (Regular Scheduled Meeting)	Council will deliberate and possibly vote on choice among top candidates. New Council member sworn in. If Necessary

8. Candidates selected for interviews will come before Council at 6 pm on Tuesday November 24. Each candidate will have 1 minute to introduce themselves, and then one minute each to address the 6 questions they've been provided in advance. Council will not deliberate around the interviews at this time.
9. Following the interviews on Tuesday, November 24, Council will select the top candidates to be considered as finalists for consideration for appointment.
10. Council will vote at its Regular Meeting of Tuesday, December 1. Of the top candidates, Council will nominate and discuss. Deliberation will conclude when voting is complete. Council member appointee is confirmed when there are 4 of the 6 votes voting for a candidate in the affirmative.



APPLICATION FOR APPOINTMENT TO THE YPSILANTI CITY COUNCIL WARD #1

Thank you for your interest in serving the community as a Ward 1 Council Member of the Ypsilanti City Council.

The timeline for filling the Council vacancy is as follows:

- Thursday, November 19, 2020:** Applications due to City Clerk by 5:00 p.m.
- Tuesday, November 24, 2020:** Candidate interviews
- Tuesday, December 1, 2020:** Council vote and swearing in of new Councilmember

To be considered, your application must be completed and received by the City Clerk (***in person***) at Ypsilanti City Hall (1 S. Huron St.) **no later than 5:00 p.m. on Thursday, November 19, 2020**. Applications received after 5:00 p.m. will not be accepted. Additional written information after this date will not be accepted, unless requested by the City Council.

Please submit the following items:

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

For further information, please contact
Andrew Hellenga at 734-483-1100
ahellenga@cityofypsilanti.com

The application and any correspondence
should be addressed to:

**Andrew Hellenga, City Clerk
City of Ypsilanti**

1 S. Huron St

Ypsilanti, MI 48197

Councilmember Eligibility, Requirements, & Public Disclosure

To be eligible to be appointed to the Ypsilanti City Council Ward #1 position, you:

- Must have continuously resided within the City of Ypsilanti Ward 1 for a minimum of 30 days prior to your appointment to the Council, and
- Must be a registered voter in the City of Ypsilanti Ward 1.

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

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

Please note that:

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



City Council Duties

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



APPLICATION FOR APPOINTMENT TO YPSILANTI CITY COUNCIL WARD #1 POSITION

Applicant Information

(Please type or print)

Applicant Name _____

Residence Address _____

Home Phone _____ Work Phone _____

E-Mail _____

Cover Letter & Resume

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

Supplemental Questions

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

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

Please return (*in person*) this form, your cover letter, resume, and answers to the supplemental questions to the City Clerk, at Ypsilanti City Hall (1 S. Huron St.) **no later than 5:00 p.m. on Thursday, November 19, 2020.**

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

The application and any correspondence should be addressed to:

**Andrew Hellenga, City Clerk
City of Ypsilanti
One South Huron Street
Ypsilanti, MI 48197**

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



Press Release

City Council Accepting Applications for Ward 1 Council Member Vacancy

Ypsilanti MI, November 11, 2020. The Ypsilanti City Council is accepting applications to fill the Council Member – Ward 1 vacancy. Applications are available on the city's website at www.cityofypsilanti.com and at the City Clerk's office, 1 S. Huron Street, Ypsilanti, MI.

To be eligible to be appointed to this position, you must have resided within the City of Ypsilanti Ward 1 for a minimum of 30 days prior to your appointment to Council; and you must have been a registered voter in Ward 1 on or before July 17, 2020.

All applications must be completed on the application form and received by the City Clerk **in person** at Ypsilanti City Hall **no later than 5:00 p.m. on Thursday, November 19, 2020.** Candidate interviews will take place Tuesday, November 24, 2020 with a **possible** Council vote and swearing in shortly thereafter.



**Resolution No. 2020-240
November 10, 2020**

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

THAT the minutes of November 10, 2020 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
10 day of November 2020

#Resolution No. 2020-240



MINUTES REGULAR COUNCIL Meeting

7:00 PM - Tuesday, October 20, 2020

The REGULAR COUNCIL of the City of Ypsilanti was called to order on Tuesday, October 20, 2020, at 7:00 PM, with the following members present:

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

I CALL TO ORDER

The meeting was called to order at 7:00 pm

II ROLL CALL

III AGENDA APPROVAL

IV PUBLIC COMMENT (3 MINUTES)

There was no public comment

V CONSENT AGENDA

- a) Resolution No. 2020-215, approving the Consent Agenda.

Council Member Anthony Morgan moved, seconded by Council Member Steven Wilcoxon, to approve Resolution No. 2020-215

RESULT:	CARRIED.
MOVER:	Council Member Anthony Morgan
SECONDER:	Council Member Steven Wilcoxon
AYES:	Jennifer Symanns, Steven Wilcoxon, Nicole Brown, Lois Richardson, Anthony Morgan, Brian Jones-Chance, and Annie Somerville

- b) Resolution No. 2020-216, approving the minutes of October 6, 2020.
- c) Resolution No. 2020-217, approving appointments to boards and commissions.
- d) Resolution No. 2020-218, approving Ordinance 1368, An ordinance to Amend Chapter 58 of the Ypsilanti Code to provide consistent language of the definition of prohibited discrimination and to remove section 58-72 Affirmative Language. **(Second Reading)**

VI RESOLUTIONS/MOTIONS/DISCUSSIONS

- a) Resolution No. 2020-219, approving Ordinance 1367, An ordinance to amend the Noxious Weed Ordinance, Article IV. Weed Control, Section 110-80 et seq of the Ypsilanti City Code. **(Second Reading)**

Council Member Anthony Morgan moved, seconded by Council Member Steven Wilcoxon, to approve Resolution No. 2020-219 as amended

RESULT:	CARRIED.
MOVER:	Council Member Anthony Morgan
SECONDER:	Council Member Steven Wilcoxon
AYES:	Jennifer Symanns, Steven Wilcoxon, Nicole Brown, Lois Richardson, Anthony Morgan, Brian Jones-Chance, and Annie Somerville

- b) Resolution No. 2020-220, approving a Memorandum of Understanding with Highland Cemetary.

Council Member Anthony Morgan moved, seconded by Council Member Steven Wilcoxon, to approve Resolution No. 2020-220

RESULT:	CARRIED.
MOVER:	Council Member Anthony Morgan
SECONDER:	Council Member Steven Wilcoxon
AYES:	Jennifer Symanns, Steven Wilcoxon, Nicole Brown, Lois Richardson, Anthony Morgan, and Brian Jones-Chance
ABSTAINED:	Annie Somerville

- c) Resolution No. 2020-221, approving an agreement with Washtenaw Community College to provide services at Parkridge Community Center.

Mayor Pro-Tem Nicole Brown moved, seconded by Council Member Brian Jones-Chance, to approve Resolution No. 2020-221

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

- d) Resolution No. 2020-222, electing to comply with 2011 Public Act 152, by approving and adopting the Opt Out Option for the medical benefit plan coverage.

Mayor Pro-Tem Nicole Brown moved, seconded by Council Member Steven Wilcoxon, to approve Resolution No. 2020-222

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

- e) Resolution No. 2020-223, approving employee health insurance for 2021.

Council Member Anthony Morgan moved, seconded by Council Member Brian Jones-Chance, to approve Resolution No. 2020-223

RESULT:	CARRIED.
MOVER:	Council Member Anthony Morgan
SECONDER:	Council Member Brian Jones-Chance

AYES:	Anthony Morgan, Brian Jones-Chance, Jennifer Symanns, Steven Wilcoxon, Nicole Brown, Lois Richardson, and Annie Somerville
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- f) Resolution No. 2020-224, approving the purchase of a Bobcat by the Department of Public Services.

Council Member Steven Wilcoxon moved, seconded by Council Member Jennifer Symanns, to approve Resolution No. 2020-224

RESULT:	CARRIED.
MOVER:	Council Member Steven Wilcoxon
SECONDER:	Council Member Jennifer Symanns
AYES:	Jennifer Symanns, Steven Wilcoxon, Nicole Brown, Lois Richardson, Anthony Morgan, Brian Jones-Chance, and Annie Somerville

- g) Resolution No. 2020-225, approving an extension of the Sidewalk Café Permit.

Council Member Anthony Morgan moved, seconded by Council Member Annie Somerville, to approve Resolution No. 2020-225

RESULT:	CARRIED.
MOVER:	Council Member Anthony Morgan
SECONDER:	Council Member Annie Somerville
AYES:	Jennifer Symanns, Steven Wilcoxon, Nicole Brown, Lois Richardson, Anthony Morgan, Brian Jones-Chance, and Annie Somerville

- h) Resolution No. 2020-226, approving an amendment to the Side lot Program to include 448 S Huron and 440 Second.

Council Member Anthony Morgan moved, seconded by Council Member Annie Somerville, to approve Resolution No. 2020-226

RESULT:	CARRIED.
MOVER:	Council Member Anthony Morgan
SECONDER:	Council Member Annie Somerville
AYES:	Jennifer Symanns, Steven Wilcoxon, Nicole Brown, Lois Richardson, Anthony Morgan, Brian Jones-Chance, and Annie Somerville

- i) Resolution No. 2020-227, establishing procedures for Open Meetings Pursuant to SB-1108.

Council Member Anthony Morgan moved, seconded by Mayor Pro-Tem Nicole Brown, to approve Resolution No. 2020-227

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

- j) Discussion regarding speeding in city neighborhoods.
- k) Discussion regarding issues facing down town businesses as a result of housing insecurity.

VII LIAISON REPORTS

1. SEMCOG Update
2. Washtenaw Area Transportation Study

3. Urban County
4. Ypsilanti Downtown Development Authority
5. Friends of Rutherford Pool

VIII COUNCIL PROPOSED BUSINESS

IX COMMUNICATIONS FROM THE MAYOR

X COMMUNICATIONS FROM THE CITY MANAGER

XI COMMUNICATIONS

XII ADJOURNMENT

- a) Resolution No. 2020-228, adjourning the City Council Meeting.

The meeting adjourned at 9:48 pm

- 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.



REQUEST FOR LEGISLATION

TO: Mayor and City Council
FROM: Ron Akers
DATE: November 10, 2020
SUBJECT: Purchase of a Small Packer Truck

DESCRIPTION:

Purchase of a Small Packer Truck

SUMMARY:

The Department of Public Service (DPS) has scheduled vehicle replacements in the budget to replace some of the aging vehicles in our fleet. One of those vehicles is a small packer dump truck which is used for collection of trash in city parks and the downtown areas. The current small packer truck was originally acquired by the City in 2009 and has been in continuous operation since then. This vehicle will be used for trash collection as well as collection of recycling from public recycling containers when they will be installed in the spring. This service is a DPS responsibility and the replacement of this vehicle is critical to our operations.

The City of Ypsilanti is a member of the several purchasing groups which utilizes the purchasing power of many communities to competitively seek bids for large municipal trucks and chassis. Our mechanics have a membership in a mechanics association that provides us with membership to several of these groups including Sourcewell and the Macomb County Contract for these types of vehicles. These methods of procurement comply with the City's purchasing ordinance because they use competitive bidding in order to establish their preferred vendors. The price is broken down into two components those are the chassis cost and the "body" cost. The chassis cost includes the actual cab and chassis and the "body" cost includes the additional equipment which needs to be built onto the chassis for the truck to perform its function. The truck & chassis vendor is Signature Ford, where we have proposed to purchase a Ford F-550 and the dump body vendor is Fredrickson Supply. The cost breakdown for the truck is as follows:

Body Price:	\$53,758.00
Chassis Price:	\$37,722.00

Total: \$91,480.00

The bid price is below the original budgeted amount for this vehicle purchase in the 19-20 budget of \$95,000. The funds have been carried over from the 19-20 budget to the new fiscal year for this purchase.

Council in the past has requested that staff provide alternative energy options for vehicle purchases. We have discussed propane as a viable alternative in the past and have requested a proposal to convert the engine of this vehicle to accommodate a propane/diesel blend system. The system works by using diesel fuel to accelerate the vehicle and after a certain threshold is met the system will convert over to the propane fuel. We have gotten quotes to make this conversion in the packet and the additional cost would be around \$25,000.

This option can be installed at a later date as we have no viable method of fueling our vehicles with propane. As we have discussed before, it is unfeasible to send our staff outside of the city limits to fill up the vehicles with propane as it requires too much time away from performing work duties. Due to this we would recommend that this option get added at a later date when a propane filling station gets added to our DPS facility.

RECOMMENDED ACTION:

Staff recommends City Council authorizes the purchase of a Small Packer Truck from Frederickson Supply & Signature Ford for a purchase price of \$91,480.00 with any change orders to be approved by the City Manager.

ATTACHMENTS: Truck Purchase Proposal

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: _____

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____



Resolution No. 2020-241
November 10, 2020

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, the collection of trash in our downtown areas and city parks is an ongoing and important service offered to residents in the City of Ypsilanti; and,

WHEREAS, a small packer truck is necessary to collect recycling and trash; and,

WHEREAS, the City Council of the City of Ypsilanti has allocated the funds in the FY 2019-2020 budget for this purchase; and,

WHEREAS, the purchase price of the vehicle is less than the budgeted amount of \$95,000;

NOW THEREFORE BE IT RESOLVED THAT that City Council authorizes the purchase of a Small Packer Truck from Frederickson Supply & Signature Ford for a purchase price of \$91,480.00 with any change orders to be approved by the City Manager.

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 10 day of November 2020

#Resolution No. 2020-241



September 24, 2020

City of Ypsilanti
John Sherwood
One South Huron Street
Ypsilanti, MI 48197

Per Your Request:

1- Loadmaster 8 YD Elite Rear Loader with the following:

Full Factory Mount New Chassis
Polyurethane Enamel Paint Customer Specified – If customer requires special color no upcharge
Hot Shift PTO Installed Automatic Transmission
Hopper Work Light Double
Install Single Tipper on Elite w/Loadmaster Hydraulic
LED Strobe System (4) 4" Dia Body & T/G
Perkins D6098B Barrell Grabber 27K

Body Delivered Price: \$53,758.00

Body Delivery 90-120 days after Chassis arrives at the Body Manufacturer
Price Includes delivery and complete Operator Training

Prepared By: 
Tom Fredrickson

Accepted By: _____



September 23, 2020

City of Ypsilanti
Attn: John Sherwood
One South Huron Street
Ypsilanti, MI 48197

Dear John Sherwood:

Price on 2021 Vehicle Macomb County Contract Bid:

2021 Ford F550 Regular Cab 4x4 Chassis 120" CA, 205" WB \$37,722.00 ea

Standard Service Contract: 36,000 miles or 36 months factory Bumper to Bumper Warranty and 60,000miles 60 months Powertrain Warranty . Service to be handled by your local Ford Dealer.

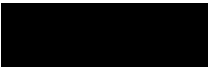
Order Cutoff Date: TBD.

Ford Motor Company does not guarantee delivery---Ford Motor Company will make reasonable efforts to schedule orders received prior to fleet order cut-off date.

Payment requirements: All departments to pay on delivery of vehicle. 10-day grace period will be given if previous arrangements have been made. A \$9.50 per day floor plan will be charged if payment is not at the dealership within 10 days of delivery of the vehicle (s).

If you have any questions please call me, 888-92-FLEET (923-5338)

Respectfully Submitted,



Bill Campbell
Government & Fleet Sales

1960 E Main St Owosso, MI 48867, 888-92-FLEET (888.923.5338) Fax 517-625-5832

Macomb Co# 21-18. T.13
2021 F-550 DRW-Chassis Cab
Reg. Cab, SuperCab, Crew Cab
Major Standard Equipment

MECHANICAL

- Brakes – Four-wheel Disc Brakes; Anti-lock Brake System
- Electronic-Shift-On-the-Fly (ESOF) (4x4 only)
- Engine
 - 7.3L 2V DEVCT NA PFI V8 Gas (F-450/F-550)
- Transmission – Ten-Speed Automatic Transmission with Selectable Drive Modes: Normal, Tow/Haul, Eco & Deep Sand/Snow

EXTERIOR

- Bumper – front, black painted
- Doors
 - Two (Regular Cab only)
 - Four (SuperCab/Crew Cab only)
- Fender vents – front
- Front License Plate Bracket
- Fuel Tank
 - 40 gallon aft axle (F-350 DRW/F-450/F-550)
- Glass – solar-tinted
- Grille – black painted
- Manual Locking Hubs (4x4)
- Scuff plates – front, color-coordinated
- Splash Guards/Mud Flaps – Front (F-450/550 only)
- "Three Blink" Lane change signal
- Tow hooks – front (2)
- Trailer wiring – 7 wire harness w/relays, blunt cut & labeled
- Tires 225/70R19.5G BSW A/P
- Wheels
 - F-450 & F-550 – 19.5" Argent Painted Steel
 - Manual Locking Hubs (4x4)
- Windshield Wipers – intermittent

INTERIOR/COMFORT

- 2.3" Productivity Screen in IP Cluster Instrumentation Center – Multifunction switch message center display with Ice Blue® Lighting
- 12V Powerpoint, auxiliary
- Air conditioning – single-zone, manual
- Air conditioning vents – black w/chrome ring and knob
- Cabin Air Particulate Filter
- Convenience
 - Coat hooks, LH/RH color-coordinated
 - Dash top tray
 - Dome lamp – LH/RH door activated & I/P switch operated w/delay
 - Handles, grab – driver & front-passenger
 - Handles, roof ride – front-passenger (also over rear-doors on Crew Cab)
 - Map lights – dual (front and rear w/Crew Cab)
 - 12V Powerpoint, auxiliary
- Door-trim – armrest/grab handle and reflector
- Floor covering – black, full length vinyl
- Gauges and Meters – Fuel, Transmission Temperature, EngineCoolant Temperature, Oil Pressure (Gas engine) and Turbo (Diesel engine) Gauges; Speedometer, Odometer and Tachometer
- Headliner – color-coordinated cloth
- Instrument panel – color-coordinated w/dual glove boxes, four (4) air registers w/positive shut-off and powerpoint
- Instrumentation Center
 - 2.3" LCD Productivity Screen in IP Cluster
- Mirror – rearview 11.5" day/night
- Outside Temperature Display

- Seat – Front, HD vinyl, 40/20/40 split bench w/center armrest, cupholder and storage (manual lumbar – driver's side)
- Steering damper
- Steering – power
- Steering wheel – black urethane with tilt and telescoping steering wheel/column; includes three (3) button message control
- Sun visors – color-coordinated vinyl, driver w/pocket, passenger w/uncovered mirror insert with 6 inch overhead
- Upfitter switches – 6 located in Overhead Console
- Window – Rear, fixed

SAFETY/SECURITY

- AdvanceTrac® with RSC® (Roll Stability Control™)
- Airbags
 - Driver and Passenger frontal and side airbag/curtain
 - Passenger side airbag deactivation switch
- Child tethers (Regular Cab front-passenger and all rear-seating positions)
- Headlamps – Quad beam jewel effect halogen
- Lamps – LED Roof marker/clearance
- Mirrors – manually telescoping two-way fold trailer tow with manual glass
- Safety Belts
 - Belt-Minder® (front safety belt reminder) – chime and flashing warning lights on I/P if belts not buckled
 - Color-coordinated safety belts w/height adjustment (frontoutboard seating positions only)
- Safety Canopy® System (incl. side-curtain airbags)
- SecuriLock® Passive Anti-Theft System (PATS)
- SOS Post-Crash Alert System™
- Stationary Elevated Idle Control (SEIC)
- Underhood service light

DRIVER ASSIST

- AutoLamp – Auto On/Off Headlamps
- Automatic High Beam
- FordPass™ Connect 4G Wi-Fi Modem
 - 4G LTE Wi-Fi hotspot connects up to 10 devices1
 - Remotely start, lock and unlock vehicle2
 - Schedule specific times to remotely start vehicle2
 - Locate parked vehicle2
 - Check vehicle status2
- SYNC®
 - Enhanced Voice Recognition Communication and Entertainment
 - 911 Assist®
 - 4.2" LCD Center Stack screen
 - AppLink®
 - Smart-Charging USB-C port – one (1)

FUNCTIONAL

- Alternators:
 - 7.3L 2 Valve Gas – 240 AMP
 - 6.7L 4 Valve OHV Power Stroke® V8 Turbo Diesel – 220 AMP
- Audio – AM/FM stereo (four (4) speakers)
- Hood release
- Horn – dual electric
- Intelligent Oil-Life Monitor® (6.7L Power Stroke® Diesel engine)
- Shock absorbers – heavy-duty gas
- Springs, rear auxiliary
- Stabilizer bars – front & rear

18,000# GVWR, 11,500 PAYLOAD Reg. Cab 145 WB, CA 60", 18,000# GVWR, 11,200 PAYLOAD
☐ **Base Price (F5G/660a) 4x2** **\$31,423.00**
☐ **Base Price (F5H/660a) 4x4** **\$33,972.00**

18,000# GVWR, 11,400 PAYLOAD Reg. Cab WB 169, CA 84", 18,000# GVWR, 11,100 PAYLOAD
☐ **Base Price (F5G/660a) 4x2** **\$31,577.00**
☐ **Base Price (F5H/660a) 4x4** **\$34,121.00**

18,000# GVWR, 11,300 PAYLOAD Reg. Cab 193 WB, CA 108", 18,000# GVWR, 11,000 PAYLOAD
☐ **Base Price (F5G/660a) 4x2** **\$31,730.00**
☐ **Base Price (F5H/660a) 4x4** **\$34,274.00**

18,000# GVWR, 11,100 PAYLOAD Reg. Cab WB 205, CA 120", 18,000# GVWR, 10,700 PAYLOAD
☐ **Base Price (F5G/660a) 4x2** **\$31,883.00**
☒ **Base Price (F5H/660a) 4x4** **\$34,432.00**

18,000# GVWR, 11,100 PAYLOAD SuperCab WB 168, CA 60", 18,000# GVWR, 10,800 PAYLOAD
☐ **Base Price (X5G/660a) 4x2** **\$33,433.00**
☐ **Base Price (X5H/660a) 4x4** **\$36,504.00**

18,000# GVWR, 11,000 PAYLOAD SuperCab WB 192, CA 84", 18,000# GVWR, 10,700 PAYLOAD
☐ **Base Price (X5G/660a) 4x2** **\$33,586.00**
☐ **Base Price (X5H/660a) 4x4** **\$36,658.00**

18,000# GVWR, 10,900 PAYLOAD Crew Cab WB 179, CA 60", 18,000# GVWR, 10,600 PAYLOAD
☐ **Base Price (W5G/660a) 4x2** **\$34,187.00**
☐ **Base Price (W5H/660a) 4x4** **\$37,258.00**

18,000# GVWR, 10,800 PAYLOAD Crew Cab WB 203, CA 84", 18,000# GVWR, 9,900 PAYLOAD
☐ **Base Price (W5G/660a) 4x2** **\$34,340.00**
☐ **Base Price (W5H/660a) 4x4** **\$37,416.00**

<u>Available Standard Options</u>	<u>Option</u>	<u>Price</u> <u>Reg.&Super/CrewCab</u>
☐ 6.7L Power Stroke 4V Diesel V8 (B20)/10-Spd Auto.	99T/44G	9,325.00
☒ Engine Block Heater	41H	90.00
☐ Seats, 40/20/40 Split Bench Cloth	1S	100.00/315.00
☐ Seat, Vinyl 40/Mini-Console/40 (Regular Cab only)	LS	355.00
☐ Seats, Cloth 40/Mini-Console/40	4S	515.00/615.00
☐ LT225/70Rx19.5G BSW Traction, incl. 4-Traction on the rear & 2 A/S tires on the front, Option Spare is A/S	TGM	190.00
☒ LT225/70Rx19.5G BSW Max Traction-4x4 only, Continental, TGK Incl. 4-traction tires on the rear & 2 traction tires on the front-		215.00
☐ Stainless Steel Wheel Cover	945	380.00
☐ Engine Idle Shutdown (avail. w/6.7L diesel Only) 15-Minutes	86C	250.00
☐ Engine Idle Shutdown (avail. w/6.7L diesel Only) 20-Minutes	86D	250.00
☐ Operator Commanded Regeneration (OCR) (6.7L Diesel Only)	98R	250.00
☐ Rapid-Heat Supplemental Cab Heater (6.7L Diesel Only)	41A	250.00
☒ Transmission Power Take-Off Provision	62R	280.00

[] Axle, Limited Slip	X4N/X4L/X8L	360.00
[] Power Windows, Locks, Heated Mirrors, and Remote Keyless Entry	90L/54K	915.00/1125.00cc
[] Privacy Glass with Heated Backlight/Rear Window Defrost	43B/924	90.00
(Requires Power Equipment 90L/54K)		
[] Utility Lighting System (LED Side-mirror Spotlights Requires	63A	160.00
Power Equipment Group 90L/54K)		
[] Speed Control	525	235.00
[] XL Decor Group (Chrome front bumper)	17F	220.00
[x] XL Value Pkg (Chrome front bumper & Cruise Control)	96V	395.00
[] Daytime running Lights	942	45.00
[] 2-Ton Mechanical Jack	61J	55.00
[x] Spare Tire & Wheel-Includes 2-ton mechanical jack	512	350.00
[] Dual Alternator 397 amp w/Dual Batteries (7.3L Gas Only)	67B/86M	325.00
[] Dual Alternator 397 amp (6.7L Diesel Only)	67B	115.00
[] Dual Batteries (78 Amp.) (Gas Engine Only)	86M	210.00
[] 110V/400W Outlet (Includes Dual Alternators 397 amp (67B))	43C/67B	290.00
[] Upfitter Interface Module	18A	295.00
[x] Fuel Tank- 28 Gallon Mid-Ship-Replaces 40 gal. aft-axle tank 65M		125.00
[] Fuel Tank-Dual Diesel (Adds 28 Gal. Mid-Ship to the 40 Gal.Aft.)	65C	625.00
[] Keys Extra (Regular) \$75.00 x __ =	Sig	75.00 ea
[] Keys Extra (With Power Group) \$220.00 x __ =	Sig	220.00 ea
[] Trailer Tow Package High Capacity- Req.6.7L Diesel & 4.30 LS Rear Axle , has after market trailer brake wiring kit, No brake controller included, Increases GCWR on diesel engine from 26,000# to 28,000#	535	1,080.00
[] Payload Upgrade Package (7.3L V8 & 145" WB Only, Inc. 4.88 LS Axle, Increases GVWR from 18,000# to 19,000#)	68U	1175.00
[x] Payload Plus Upgrade Package(N/A w 145"WB w/Gas Engine, 68M Inc. 4.88 LS Axle, Increases GVWR from 18,000# to 19,500#)		1515.00
[] Low Deflection Package-recommended for rear-biased loading, such as wreckers/retriever application, N/A with 141" WB	86S	110.00
[] Integrated Trailer Brake Controller	52B	270.00
[x] Cab Steps-Black Molded	18B	320.00/445.00
[] Extra HD Front End Suspension – GAWR 7,500 lbs	67P	285.00
[] Extra Heavy Suspension Package(N/A 67H or 473)	67X	125.00
[] Suspension Package, Heavy Service(N/A 67X or 473)	67H	125.00
[] Snow Plow Prep Package (7.3L Gas Engine) (Includes Dual Batteries (86M), and Dual Alternators 397 amp (67B). Not Available w/Option Codes 67H or 67X Suspension Packages)	473/86M/67B	575.00
[] Snow Plow Prep Package (6.7L Diesel Engine)	473	250.00
[] Exterior Back up Alarm	76C	140.00
[] Rearview Camera Prep Kit (Includes Loose Camera, Wiring Bundle, and Electrochromic Mirror w/Video Display)	872	415.00
[] LED Warning Strokes-Amber	91S	655.00
[] Wheel Well Liners, Front	61L	180.00
[] Ambulance Prep Package(6.7L Diesel Engine Only)	47A	1205.00
[] Audible Lane Departure Warning with Pre-Collision Assist with Automatic Emergency Braking and Forward Collision Warning	60C/94P	230.00

Total Price \$37,722.00 ea

Colors for F-550

Exterior Colors

Interior Steel (Grey)

Race Red	[PQ]	[]
Antimatter Blue Metallic	[HX]	[]
Iconic Silver Metallic	[JS]	[]
Agate Black	[UM]	[]
Oxford White	[Z1]	[x]
Carbonized Gray Metallic	[M7]	[]
Stone Gray	{D1}	[]
SPECIAL PAINT		
School Bus Yellow Add \$660.00	[BY]	[]
Omaha Orange Add \$660.00	[MB]	[]
Green Gem Add \$660.00	[W6]	[]



REQUEST FOR LEGISLATION

TO: Mayor and City Council
FROM: Ron Akers
DATE: November 10, 2020
2021 Oakwood Road Rehabilitation Project – Design Engineering
SUBJECT: Services

DESCRIPTION:

2021 Oakwood Road Rehabilitation Project – Design Engineering Services

SUMMARY:

The Washtenaw County Road Millage was renewed earlier this year and City Council has identified three (3) projects to complete using these funds. The first project is to complete a road rehabilitation project on Oakwood between Sherman and Congress which has been identified to be completed in 2021. In order to proceed with this project, the City's contract Engineer OHM, has submitted a proposal to provide design engineering services for \$34,810. These services include: pavement cores & subgrade investigation; topographic survey; and design engineering & bidding. The estimated cost of construction for this project is \$211,200 and we are planning on bidding this project closer to spring.

In addition to this project we are including the at grade railroad track removal on Spring Street as an alternative option in the bidding documents. The railroad track removal on Spring Street is being required by MDOT and they have set aside funds to cover a significant portion of the project costs. We will have more details as this project nears.

RECOMMENDED ACTION:

Staff recommends City Council approve the proposal from OHM for design engineering services for an amount of \$34,810.

ATTACHMENTS: Engineer Proposal Letter

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: _____

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____



Resolution No. 2020-242
November 10, 2020

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, county road millage funds have been allocated to perform road rehabilitation work on Oakwood between Sherman and Congress; and,

WHEREAS, the City engineer OHM has prepared a proposal to provide design engineering services for the project; and,

WHEREAS, design engineering is necessary to begin the project next construction season;

NOW THEREFORE BE IT RESOLVED THAT that the City of Ypsilanti approves the proposal from OHM for design engineering services for an amount of \$34,810.

THAT the City Clerk is authorized to sign this proposal and any change orders may be approved by the City Manager, to facilitate the completion of this work.

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 10 day of November 2020

#Resolution No. 2020-242



October 22, 2020

Ron Akers, AICP
Director of Public Services
City of Ypsilanti
14 W. Forest Ave.
Ypsilanti, MI 48197

RE: Proposal for Professional Engineering Services
Oakwood Street Rehabilitation from Sherman Street to Congress Street
Spring Street At-grade Railroad Track Removal

Dear Mr. Akers:

OHM Advisors is pleased to submit a proposal for engineering design services for the mill and overlay of Oakwood Street from Congress to Sherman, approximately 1,000 feet of road. This proposal includes pavement cores and subgrade investigation for Oakwood St from Congress to Sherman, N Washington St from W Cross to Emmet, and S Adams St from Michigan to Catherine. In addition, the City has requested OHM incorporate the at-grade railroad track removal at Spring Street as an alternative in the bidding documents.

PROJECT UNDERSTANDING:

OHM Advisors will prepare design and bidding documents for the Oakwood Street rehabilitation from Congress to Sherman and provide an alternative bid option for the at-grade railroad crossing removal and restoration on Spring Street. For the design and bidding documents, a topographic survey will be required to provide ADA compliant ramps at Oakwood St and Grant St and restore the disturbed sidewalk and pavement along Spring St following the track removal. The City has requested pavement cores and subgrade investigation for Oakwood St and the future County Road Millage projects under this proposal: N Washington St from W Cross to Emmet and S Adams St from Michigan to Catherine. We understand the City plans to use the County Road Millage money to fund the Oakwood Street rehabilitation portion of the project.

SCOPE:

Task 1 – Pavement Cores & Subgrade Investigation

OHM Advisors will gather up to fourteen (14) pavement cores and subgrade soil profiles up to 4-feet deep on Oakwood St from Congress to Sherman, N Washington St from W Cross to Emmet, and S Adams St from Michigan to Catherine. OHM will review the existing pavement and soils and will provide pavement rehabilitation recommendations for all three segments of road.

Task 2 – Topographic Survey

OHM Advisors will conduct a topographic survey and develop a base plan for the ADA ramp design at the intersection of Oakwood St and Grant St to bring all four corners into ADA compliance. OHM will also conduct a topographic survey for the removal and restoration of the at-grade railroad tracks along Spring Street. Tasks to be accomplished are:

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F 734.522.6427

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- ▶ **Control:** Verify previously established control at Oakwood St and Spring St.
- ▶ **Right-of-Way:** Verify and obtain property and ROW information and tie into project control.
- ▶ **Topographic Survey:** Obtain all necessary existing physical features and elevations to provide information for preparing plans.

Task 3 – Design Engineering & Bidding

- ▶ OHM will perform a field visit at Oakwood Street to identify necessary information and verify limits. The field visit will assist in preparing the base plans for the road rehabilitation design. We will also assess site conditions to help with maintenance of traffic plans during construction.
- ▶ Prepare road rehabilitation plans and specifications for a mill and overlay (depth of mill and overlay will be determined following the pavement cores and subgrade investigation). Typical restoration and grading limits as well as any specific notes and engineering design detail will also be shown. Temporary traffic control typicals and maintenance of traffic and notes will be created as needed. SESC notes and details will be included on the plans.
- ▶ OHM will include ADA ramp upgrades at the intersection of Oakwood St and Grant St by including quantities and the current MDOT R-28-J series details in the bidding documents. OHM will provide detailed grading at all four corners of the intersection to meet ADA requirements.
- ▶ Prepare alternative option in the bidding documents for at-grade railroad track removal and restoration at Spring St. This will include a removal sheet and construction plan sheet showing quantities and SESC notes and details. The necessary specifications for the work will be created for use in the bid book.
- ▶ OHM will prepare a soil erosion and sedimentation control (SESC) permit application with plans to submit to Washtenaw County for SESC permit approval for work within 500-feet of a surface water.
- ▶ OHM will prepare contract/bid documents necessary for non-MDOT publicly bidding and awarding of the road improvements and for the at-grade railroad track removal and restoration.
- ▶ An internal QA/QC will be performed on the design documents as well as the specifications at the 90% stage. Following revisions at the 90% stage, draft copies will be provided to the City for comment and review. OHM will modify and revise any comments received from the City prior to finalizing the drawings and specifications for bidding.
- ▶ Prepare engineer's opinion of probable construction costs.
- ▶ If requested, attend one (1) meeting with the City to review the plans and specifications and address any requested revisions.
- ▶ OHM will attend one (1) public meeting, if requested.
- ▶ OHM Advisors will compile the Bid Package consisting of construction plans, bid documents, and specifications. The package will be advertised for bidding and OHM will address any questions and/or any RFP's received by the bidding contractors during the bid phase. OHM will attend a bid opening at the City on the date specified. OHM will review the three lowest responsive bidders' submittal and prepare a bid tabulation.

DELIVERABLES:

OHM Advisors will provide bidding documents, including hard copies of the plans and specifications to the City as required.

ASSUMPTIONS/CLARIFICATIONS:

- ▶ Mill and overlay is an acceptable rehabilitation method for Oakwood St from Sherman St to Congress St.
- ▶ City will be responsible for posting bid on Bid Net Direct (formerly MITN).
- ▶ A Washtenaw County SESC Permit is required for work within 500-feet of waterway. Permit fees are not included.
- ▶ Topographic survey services for ADA ramps at Oakwood Street and Grant Street and restoration following the track removal at Spring Street.



- Construction phase services are not included and will be submitted under separate cover.
- Coordination with MDOT for track removal on Spring Street is not included in this proposal.
- Additional meetings not listed under the scope of services.

FEE:

OHM Advisors will invoice the City of Ypsilanti for the above stated services on an hourly not-to-exceed basis in accordance with the continuing services agreement between OHM and the City. Invoices will be sent monthly as work is performed.

Design Tasks	Fee
Task 1 – Pavement Cores & Subgrade Investigation	\$ 3,050.00
Task 2 – Topographic Survey	\$ 5,470.00
Task 3 –Design Engineering & Bidding	\$26,290.00
Total	\$34,810.00

The total fee is estimated to be \$34,810.00. Additional services can be provided on a time and material basis, as requested.

SCHEDULE:

We understand the City cannot authorize construction to begin on Oakwood Street until after July 1, 2021. We further understand the City desires to have the at-grade railroad track at Spring St removed during 2021. We will begin work outlined in this proposal immediately upon authorization. If authorized by December 15, 2020, OHM will have package ready for bidding in March 2021 and will structure the construction schedule to meet the dates referenced above.

We appreciate the opportunity to provide you with this proposal. Please feel free to contact us if you have any questions or need any additional information at (734) 522-6711.

Sincerely,
OHM Advisors

Accepted for City of Ypsilanti

Kent Early, P.E.

(Signature)

(Printed Name)

(Title)

(Date)

cc: Frances McMullan, City Manager
Rachel Jackson, PE, OHM Advisors

Encl.: Road Improvement Locations

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LIVONIA, MICHIGAN 48150

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F 734.522.6427

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REQUEST FOR LEGISLATION

TO: Mayor and City Council
FROM: Bonnie Wessler
DATE: November 10, 2020
SUBJECT: Parking Fee/Fine Schedule, Pilot Weekly Contractor Pass

DESCRIPTION:

Parking Fee/Fine Schedule, Pilot Weekly Contractor Pass

SUMMARY:

Currently, the fee schedule contains both parking fees and parking fines, often intermingled, and with occasional duplicates, as different departments have handled different portions of the schedule, and may refer to the same thing slightly differently. Staff is proposing a revised fee schedule that eliminates these duplicates, allows for discounted renewals, provides for a fee for replacing lost employee passes, equalizes the fine for expired meter and parking over legal limit, and provides a fee for a weekly contractor pass. This proposed fee/fine schedule also changes the fine escalation schedule from 14 days (+\$20) and 28 days (+\$20) to 21 and 60 days. This schedule aligns better with both the turnaround for mailed ticket notices, currently a minimum of 5 days and dependent on SOS turnaround, and a biweekly pay period.

Currently, the fees for "parking over the legal limit" (ex, parking for three hours in a two hour area) and "expired meter" (ex, not paying the meter &/or overstaying the time limitation) are not equal. Due to the coin shortage, we are enforcing time limits on metered spaces, but not meter payment- resulting in all meter tickets now being "parking over the legal limit" tickets. "Expired meter" tickets are eligible for a reduced rate if paid the next day; "over the legal limit" tickets are not. Staff is proposing setting the fines equal to each other and making the discount equally applicable. This will not preclude parking enforcement officers from issuing multiple tickets, of either type, to offenders in situations where such is warranted, such as significantly overstaying an expired meter (in such a situation, the first ticket may be expired meter, but subsequent tickets for the same car may be either expired meter or over the legal limit). This will have benefits beyond the pandemic as we currently have several areas that are time-limited but not metered, such as Michigan Ave, the South Huron Lot, and the North Huron Lot.

The proposed weekly contractor pass will be a pilot program; currently, contractors (trades and other service workers) who park in residential permit areas are subject to those restrictions, but

as a courtesy, marked trade vehicles are often not ticketed. However, many workers do not drive "branded" vehicles to the worksite and are given tickets, which is a source of many appeals. This weekly pass is intended to provide both a revenue source and remove a point of frustration for many. This program can begin in early December and run through March; staff will track its efficacy and bring a report to Council in March to determine its continuance.

RECOMMENDED ACTION: Approval

ATTACHMENTS: Amended Fee Schedule (parking)

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: _____

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____



**Resolution No. 2020-243
November 10, 2020**

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, the fines and fees related to parking have been closely examined over the prior year; and

WHEREAS, the certain fines have been re-evaluated in light of the pandemic; and

WHEREAS, a pilot permit program for weekly Contractor passes shall be evaluated in March; and

NOW THEREFORE BE IT RESOLVED, THAT the City Council hereby approves the attached updated Fee Schedule for Parking Fees and Fines, and further authorized a Weekly Contractor Pass pilot program.

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 10 day of November 2020

#Resolution No. 2020-243

City of Ypsilanti Proposed Parking Fee Schedule (FY 2020/21)

Type of Fee	2020/21 adopted	2020/21 proposed	Notes
Traffic and Vehicle Fees			
Parking rates: per hour	0.75	0.75	
10 hour parking per hour	0.5	0.5	
Service/Landlord Vehicle Pass [fka Service Vehicle Pass: landlords/contractors like ATT, Comcast]	33	33	
Contractor service pass (weekly)		25	
Downtown employee parking (CBD employee parking)			
for 4 months	115	115	
for 1 year	300	300	
Employee service pass (ea)	300	300	eliminate - duplicate
annual renewal	300	300	eliminate - duplicate
Parking permit fee for residents in C district (CBD resident parking)			
for 4 months	115	115	
for 1 year	300	300	
annual renewal		275	new rate class
Residential parking permit fee, first permit	33	33	
each additional permit	33	33	
renewal	17	17	
second resident visitor pass	17	17	
non-resident service vehicle pass	33	33	eliminate - duplicate
non-resident service vehicle pass renewal	17	17	eliminate - duplicate
Non-resident visitor pass issued with first service vehicle pass	0	0	eliminate
Washington Street Lot Only			
for 4 months		60	
for 1 year		150	
Replace lost physical passes			
replace lost visitor pass	33	33	
replace lost service vehicle pass	33	33	
replace lost residential pass	33	33	
replace lost employee pass		33	new rate class
Online payment fees and credit card fees are set by contract with the vendor.			
Amount of payment due is between: \$2.00-\$66.00		2.00/payment	amended to align with practice
Payment amount that exceed \$67.00		3% of payment	

Type of Fee	2020/21 adopted				2020/21 proposed			Notes
Parking Violation Fines	0 days	After 14 days	After 28 days	base fee	next business day	After 21 days	After 60 days	
Parking violations – failure to admit responsibility	20.00	40.00	60.00		20.00	40.00	60.00	remove
additional notice violation fee	30.00	50.00	70.00		30.00	50.00	70.00	remove
Fine for parking without permit			60	60				eliminate - duplicate
Parking w/o permit / residential permit required	63.00	83.00	103.00	60		80	100	
Use of non-owned permit			100	100		120	140	
Use of permit for commuter parking			100	100		120	140	
Parking over legal limit:	28.00	48.00	68.00	25	15	40	60	
Parking w/ expired meter:	18.00			25	15	40	60	
By next business day	23.00	53.00	63.00					
Blockading: alley, sidewalk, crosswalk, driveway, emergency exit, fire escape, traffic	43.00	63.00	83.00	43		63	83	
Blockading: traffic	48.00	68.00	88.00	48		68	88	
Display advertising	33.00	53.00	73.00	33		53	73	
Displaying cars "for sale" on City property	33.00	53.00	73.00	33		53	73	
Improper parking	33.00	53.00	73.00	33		53	73	
Parking alongside/opposite street excavation	33.00	53.00	73.00	33		53	73	
Parking for over 48 hours	33.00	53.00	73.00	33		53	73	
Parking in Fire lane	38.00	58.00	78.00	38		58	78	
Parking in emergency snow route	153.00	173.00	193.00	153		173	193	
Parking in handicapped zone	128.00	148.00	168.00	128		148	168	
Parking in prohibited zone, including bus stop, taxi stand and loading zone	33.00	53.00	73.00	33		53	73	
Parking left side to curb (except on one-way streets)	33.00	53.00	73.00	33		53	73	
Parking motor running, car unattended	33.00	53.00	73.00	33		53	73	
Parking not fully within metered space	33.00	53.00	73.00	33		53	73	
Parking of inoperative vehicle	33.00	53.00	73.00	33		53	73	
Parking on a bridge	33.00	53.00	73.00	33		53	73	
Parking on front or side lawn	33.00	53.00	73.00	33		53	73	
Parking on margin	33.00	53.00	73.00	33		53	73	
Parking on private property	33.00	53.00	73.00	33		53	73	
Parking on street during maintenance hours (2 am to 6 am, where signed)	33.00	53.00	73.00	33		53	73	
Parking opposite a fire station curb	33.00	53.00	73.00	33		53	73	
Parking over 12" from curb	33.00	53.00	73.00	33		53	73	
Parking to wash/polish/grease/repair vehicle	33.00	53.00	73.00	33		53	73	
Parking within 15 ft. of a fire hydrant	63.00	83.00	103.00	63		83	103	
Parking within 20 ft of a cross walk	33.00	53.00	73.00	33		53	73	
Parking within 200 ft of a crash scene	33.00	53.00	73.00	33		53	73	
Parking within 30 ft of stop sign	33.00	53.00	73.00	33		53	73	
Parking within 50 ft of R/R crossing	33.00	53.00	73.00	33		53	73	
Parking within 500 ft of a fire scene	33.00	53.00	73.00	33		53	73	
Parking: blocking fire hydrant	63.00	83.00	103.00	63		83	103	
Parking: double parking	33.00	53.00	73.00	33		53	73	
Parking: night parking in prohibited zone	33.00	53.00	73.00	33		53	73	
Safety zone and curb	33.00	53.00	73.00	33		53	73	
Selling merchandise from vehicle	63.00	83.00	103.00	63		83	103	
Unauthorized parking on city property	33.00	53.00	73.00	33		53	73	



REQUEST FOR LEGISLATION

TO: Mayor and City Council
FROM: Bonnie Wessler
DATE: November 10, 2020
SUBJECT: Passport Parking Contract Amendment

DESCRIPTION:
Passport Parking Contract Amendment

SUMMARY:

Currently, we are contracted with Passport Parking to provide for mobile payment. Although that system has yet to fully go live, Passport has presented us with an opportunity to take advantage of an innovation in payment systems. Currently, parkers can pay via the physical meters or via the Passport app. Passport has an API that allows authorized third-party applications to interface with the Passport system. This amendment would authorize Passport to share Ypsilanti data via that API, and thus would allow parkers to pay for parking via those third-party apps, such as Google Maps, iAccessLife, or in-car navigation systems.

RECOMMENDED ACTION: Approval

ATTACHMENTS: Amendment to Passport contract

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: _____

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____



**Resolution No. 2020-244
November 10, 2020**

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, the City has an existing contract with Passport Parking that provides for mobile payment via the Passport app;

WHEREAS, Passport is working with several partners to allow for third-party payments in the future; and

WHEREAS, this amendment to the existing contract is required for the City to allow for third-party payments in the future;

NOW THEREFORE BE IT RESOLVED, THAT that the Ypsilanti City Council approve the attached amendment to the existing contract, and authorizes the City Manager to sign it.

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 10 day of November 2020

#Resolution No. 2020-244



Amendment to Agreement

Reference is made to that certain Agreement (the “Agreement”) by and between Passport Labs, Inc. by (“Passport”) and _____ (“Provider”) (Passport and Provider are collectively referred to as the “Parties”).

In order to expand the management data available to Provider and to improve access and the user experience for a broader group of individuals wishing to pay for parking and engage in related transactions via channels other than the mobile payments for parking platform provided by Passport, the Parties desire to amend the Agreement as follows, which shall be effective as of the last date specified below the Parties’ signatures:

1. The following language is added to the Agreement with respect to mobile payment for parking (“MPP”) terms:

Third Party Providers:

Passport may, at its option, allow the use of third-party providers (each a “Third Party Provider”) interfaces for initiating parking transactions or to enhance the mobility experience, including any and all possible methods available to parkers to request the right to access and occupy a parking space or otherwise-denominated curb space for any period of time (in accordance with Provider’s applicable rates, rules, ordinances, and regulations). Such interfaces will include, but not be limited to, in-dash vehicle systems, navigation systems (whether in-dash or smartphone-based), business intelligence solutions, and mobile payments for parking applications other than Passport’s MPP (each an “Interface”).

Should Passport exercise this option, such Third Party Provider(s) shall contract directly with Passport to establish the integrations necessary for Passport to facilitate all mobile payments for parking sessions and related transactions for the Third Party Provider(s) and its end users. The term “facilitate” includes, but is not limited to: providing software that performs (a) all tasks related to parking rights management, including the calculation of parking session prices, (b) the management of rates, rules, and restrictions and zones, spaces, or other units of parking or curbside inventory; (c) transactional reporting; (d) tasks related to transmission of parking rights data to parking enforcement systems and any data processing systems; (e) tasks related to refund issuance, parking rule management, reconciliation of funds, invoicing, and other administrative functions; and (f) all back-office management interfacing necessary to manage the foregoing and all other tasks necessary or desirable for Passport to effectively manage the issuance and processing of parking rights on behalf of Provider (the “Shared Services”). For parking transactions initiated via a Third Party Provider’s Interface, payment processing must be conducted and processed by Passport.

The Parties acknowledge and agree that a Third Party Provider may configure and control the feature set of its own Interface so long as it is capable of performing the functions required to

interact with Passport's platform and execute parking transactions as designated in the scope of work in the base agreement, as applicable. The Provider further acknowledges and agrees that certain data received from Third Party Providers may be more limited than what Passport can provide to Provider via Passport's MPP and may need to be provided, if at all, in an aggregated and/or anonymized basis; Passport shall, however, use commercially reasonable efforts to supply such data as may be reasonably requested by Provider for its internal purposes.

To utilize the Shared Services, each Third Party Provider will be required to integrate with application programming interface endpoints provided by Passport, which cannot be accessed or utilized by such Third Party Provider prior to the execution of a standalone contract with Passport governing the access, use, pricing, disclosure, and governance of the Shared Services consistent with the foregoing paragraphs and as otherwise determined by Passport in its sole discretion.

Except in the case of Third-Party Providers pursuant to the foregoing paragraphs, Passport shall be the exclusive mobile payments for parking service provider for Provider during the term of this Agreement.

2. Notwithstanding any existing data rights in the Agreement, the following data rights are applicable only with respect to Third Party Provider transactions facilitated on Passport's platform:

Operational data is data specific to the Provider's operation that is provided by Provider to Passport to be used in the providing of services. Operational data is specific to the Provider's operation, which is not available to Passport publicly or by other means. Operational data may include, but is not limited to, zone information, rate information, operational schedules, business metrics, relevant details of partner agreements. In each case, Operational data may refer to past, present, or future states of such items.

Operational data is the sole and exclusive property of the Provider. The Provider grants Passport a perpetual, irrevocable, royalty-free, non-exclusive, non-assignable, and non-transferable license to Operational data, provided that Passport may share such Operational data with Third Party Providers only to the extent necessary to enable the Shared Services.

3. Except as expressly amended herein, the remainder of the Agreement remains in full force and effect.

[signature page follows]

Agreed to and accepted by:

Passport Labs, Inc.

By: _____
Printed Name: Khristian Gutierrez
Title: CRO
Date Signed: _____

By: _____
Printed Name: _____
Title: _____
Date: _____



Washtenaw County Regional Resource Management Authority (WRRMA)

Proposed FY2021 Budget

Washtenaw County Regional Resource Management Authority's fiscal year begins January 1 and ends December 31. The proposed budget is prepared, discussed, and per the Articles of Incorporation, sent to Authority member's legislative bodies for objections each October. The WRRMA Board will review and address objections received by December 1. The WRRMA Board approves the budget at their December meeting. The members of the WRRMA are: The Charter Township of Ann Arbor, Pittsfield Charter Township, Scio Township, the Charter Township of Ypsilanti, the City of Dexter, the City of Saline, and the City of Ypsilanti.

Revenue: Authority Members have agreed to provide initial capital to advance the goals and initiatives falling within the purposes of WRRMA. The amount during each of the first two years of WRRMA will be \$5,000 per member. Washtenaw County Public Works has committed to matching each member's initial contribution the first year and second year. The bulk of revenue is provided from a grant and has been detailed separately on the following page. WRRMA won a grant from Michigan Department of Energy, Great Lakes, and the Environment and The Recycling Partnership to improve recycling quality. Line item adjustments according to the grant scope are reflected in the revised budget.

Expenditures: Washtenaw County Staff time for administrative support includes staff time, overhead, and fringe. Staff time includes only work done on behalf of WRRMA. Time is tracked and reimbursed for in accordance with the contract. Contracted support includes coordination responsibilities, budget creation and tracking, contract creation, billing, materials creation, meeting support, campaign creation, social media outreach and monitoring, grant administration, website development, and other education and outreach requirements. Contracted legal support provides legal advice and/or opinions, material review, contract assistance, and any litigation. Relative to last year's budget, large increases in printing, postage, consultants, and advertising reflect the campaign costs as a result of the grant. Supplies provides support materials required for campaign costs. Printing includes regular meeting materials should in person meetings be re-instated as well as grant marketing materials. An annual audit is required.

(Revenue and expense details on the next page)

WRRMA BUDGET WITH GRANT ADJUSTMENTS

REVENUE	Original	Grant Adjustments	Revised
State Revenue	\$ -	\$ 108,720	\$ 108,720
Local Revenue	\$ -	\$ 18,000	\$ 18,000
Member Contribution	\$ 35,000	\$ 500	\$ 35,500
Washtenaw County Match	\$ 35,000	\$ -	\$ 35,000
TOTAL	\$ 70,000	\$ 127,220	\$ 197,220
EXPENSE	Original	Grant Adjustments	Revised
Salaried Permanent	\$ 35,000	\$ -	\$ 35,000
Printing	\$ 250	\$ 34,000	\$ 34,250
Postage	\$ -	\$ 6,500	\$ 6,500
Operating Supplies	\$ 550	\$ 7,500	\$ 8,050
Auditing	\$ 700	\$ -	\$ 700
Consultants & Contracts	\$ 6,500	\$ 58,500	\$ 65,000
Advertising	\$ 10,000	\$ 17,220	\$ 27,220
Project Costs	\$ 6,500	\$ 3,500	\$ 10,000
Legal Counsel	\$ 10,500	\$ -	\$ 10,500
TOTAL	\$ 70,000	\$ 127,220	\$ 197,220



2020 Summary of Activities:

In the spring of 2019, legislative bodies of seven municipalities passed resolutions to formally enter the Washtenaw Regional Resource Management Authority (WRRMA) by adopting Articles of Incorporation. These municipalities are the townships of Ann Arbor, Pittsfield, Scio, Ypsilanti, and the cities of Dexter, Saline, and Ypsilanti, representing a population of over 150,000 residents. WRRMA was officially formed on September 23, 2019 and the Office of the Great Seal under the Michigan Secretary of State accepted the required documentation.

After establishment, WRRMA commenced with organizational processes. In early 2020, the WRRMA Board elected officers including Ron Akers from the City of Ypsilanti as Chair, Jeff Fordice of the City of Saline as Vice Chair, and Della DiPietro of Ann Arbor Charter Township as Secretary and Treasurer. Delegates provided their township or city with a request to assign a both delegate and alternate member from each municipality for 2020. The Board passed bylaws and approved a contract with Washtenaw County to provide administrative, education and outreach, and other support services during 2020 and 2021. The Washtenaw County Board of Public Works has committed to matching each member's \$5,000 contribution in 2020 and 2021 which will offset the costs of the contract. The WRRMA Board also elected to enter into a contract with attorney Robert Davis, who also represents Southeastern Oakland County Resource Recovery Authority.

The WRRMA Board decided to preliminarily focus on education and outreach, with the aim of increasing the quantity of high-quality recycled materials within their borders. WRRMA agreed upon a commonly accepted recyclables list, including the slight differences as a result of communities sending materials to different MRFs (Material Recovery Facilities), and distributed it to member communities for use. Furthermore, WRRMA agreed on an official logo, launched a website (wrrma.org), and put out a press release about its formation and grant award.

In the spring of 2021, WRRMA was awarded an EGLE and The Recycling Partnership "Recycling Quality Improvement" grant with a value up to \$243,605, including a cash value of \$118,605. Additionally, WRRMA applied for and received a \$7,500 Waste Reduction Sponsorships match provided by the Washtenaw County Division of Solid Waste. The grant targets contamination to increase the value of the recycling stream. Pre- and post-program metrics are calculated to determine the increased value of the recycled materials. The program provides educational information to residents through mailers, digital marketing, and access to an app that enables residents to search for whether materials are recyclable. A "Feet on the Street" curbside tagging component provides immediate and individualized feedback to residents on how they can recycle better. If residents repeatedly put trash in the recycle bin during the program, the bins are not collected. In other municipalities nationwide, the program

has achieved a 20-40% decrease in recycling contamination. The pandemic has delayed the anticipated start date to spring 2021.

In July, WRRMA passed a resolution to consider and acknowledge the particular needs and requirements of each member community in negotiating and securing contracts. These requirements include items such as operation times, labor terms, routes, or other stated member issues. The resolution affirms concerns brought forth from stakeholders before WRRMA was established, specifically related to labor relations, recycling and trash service levels and requirements. One current member and one potential member have unionized labor; one of goals of the resolution is to affirm those terms set by members.

Currently, WRRMA is laying the groundwork to evaluate if members could improve service delivery or reduce costs by regionally contracting for services such as recycling processing. WRRMA is gathering metrics on contracted trash and recycling tonnage from member communities. Recycle Ann Arbor presented and discussed the Ann Arbor MRF estimated to be complete in mid- to late-2021 at the September 2020 meeting. WRRMA has toured the Southeastern Oakland County Resource Recovery Authority (SOCRRA) MRF in to view how another regional authority handles their recycling stream and anticipates touring the GFL MRF in New Boston when it is safe to do so.



Resolution No. 2020-245
November 10, 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
10 day of November 2020

#Resolution No. 2020-245