



**CITY OF YPSILANTI
CITY COUNCIL MEETING
April 6, 2021 @ 6:00 pm
Zoom Meeting
<https://us02web.zoom.us/j/83111871783>
One South Huron, Ypsilanti, MI 48197**

Page

I. CALL TO ORDER

II. ROLL CALL

III. AGENDA APPROVAL

IV. CLOSED SESSION

- A. Closed Session for Employee Evaluations, *MCL 15.268, Section 8(a)*

V. PRESENTATIONS

- 4** A. Proclamation honoring the 200th anniversary of Greece's Independence.
[Proclamation](#)

VI. PUBLIC COMMENT (3 MINUTES)

VII. CONSENT AGENDA

- 5** A. Resolution No. 2021-064, approving the Consent Agenda.
[2021-064 - Pdf](#)

- 6 - 19** B. Resolution No, 2021-065, approving the minutes of March 16, 2021.
[2021-065 - Pdf](#)

- 20 - 22** C. Resolution No. 2021-066, approving the purchase of Election Equipment.
[2021-066 - Pdf](#)

- 23 - 24** D. Resolution No. 2021-067, approving the display of teal ribbons for sexual assault awareness month in the City of Ypsilanti.
[2021-067 - Pdf](#)

VIII. RESOLUTIONS/MOTIONS/DISCUSSIONS

- 25 - 27** A. Resolution No. 2021-068, declaring Juneteenth, June 19th, as a holiday in the City of Ypsilanti.
[2021-068 - Pdf](#)

- 28 - 34** B. Resolution No. 2021-069, declaring a state of emergency in the City of

Ypsilanti.
[2021-069 - Pdf](#)

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- C. Resolution No. 2021-070, approving an application to MDOT Local Bridge Program for the Factory Street and Leforge Street Bridges.
[2021-070 - Pdf](#)

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- D. Resolution No. 2021-071, approving an agreement between the City of Ypsilanti and the Ypsi-Arbor American Little League to install a digital scoreboard in Recreation Park.
[2021-071 - Pdf](#)

85 - 92

- E. Resolution No. 2021-072, approving the purchase of a replacement grapple truck from Versalift Midwest.
[2021-072 - Pdf](#)

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- F. Resolution No. 2021-073, approving the purchase agreement for 206-210 N. Washington.
[2021-073 - Pdf](#)

IX. BOARD AND COMMISSION - NOMINATIONS

A. **Local Development Financing Authority - SMARTZONE**

Caryn Charter - Reappointment (Exp. 6/30/2025)
EMU - 200 Boone Hall
Ypsilanti, MI 48197

B. **Sustainability Commission**

Bryan Foley - Reappointment (Exp. 5/1/2024)
425 Ainsworth Cir
Ypsilanti, MI 48197

Keith Michalowski - Reappointment (Exp. 5/1/2024)
410 Maple
Ypsilanti, MI 48198

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C. **Human Relations Commission**

Richard Smith - New Appointment (Exp. 7/1/2024)
24 N. Washington
Ypsilanti, MI 48197
[Application](#)

X. LIAISON REPORTS

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

XI. COUNCIL PROPOSED BUSINESS

XII. COMMUNICATIONS FROM THE MAYOR

XIII. COMMUNICATIONS FROM THE CITY MANAGER

XIV. COMMUNICATIONS

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- A. Government Finance Officers Association Distinguished Budget Presentation Award
[GFOA Award](#)

XV. ADJOURNMENT

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- A. Resolution No. 2021-074, adjourning the City Council Meeting.
[2021-074 - 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.

CITY OF YPSILANTI PROCLAMATION
FOR THE
200th ANNIVERSARY OF THE INDEPENDENCE OF THE GREEK REPUBLIC

Whereas the City of Ypsilanti Congratulates the Greek nation and Ypsilanti citizens of Greek ancestry on the occasion of the 200th Anniversary, March 25, 1821 to March 25, 2021, of the Greek Declaration of War for Independence and Freedom after 400 years of Ottoman Occupation, and

Whereas common themes of the U.S. and Greek history for fighting for universal Freedom and Liberty were won on battlefields often against great odds with bravery and sacrifice, choosing Freedom or Death and

Whereas in 1829 our City name was changed from Woodruff's Grove to Ypsilanti in honor of the great Greek hero of the Greek War of Independence, General Demetrius Ypsilanti after his defense of the Citadel of Argos which he held with only 220 soldiers against the Ottoman Army of 8,000 and losing not one soldier and inspiring the Philhellenes of the U.S. for this heroism and particularly the Philhellenes of the City to change its name and

Whereas the bust of the hero, General Demetrius Ypsilanti by Greek sculptor Christopher Nastos of Athens, Greece was dedicated to the City of Ypsilanti in 1928 by the international Order of the American Hellenic Education and Progressive Association (AHEPA) at their national convention in Ypsilanti and placed at the Water Tower between the flag poles of the American and Greek flags as a monument to the common ideals of Freedom and Liberty and the Friendship between the two nations and

Whereas the Statue of Ypsilanti was restored with the co-operation of the City of Ypsilanti and the Order of AHEPA and was rededicated on March 25, 1995 and

Whereas in 1997 the City of Ypsilanti officially became Sister City with Nafplion, Greece, the first Capital of Greece, therefore be it

Resolved by the Mayor of the City of Ypsilanti and the Ypsilanti City Council, we declare March 25, 2021, as the 200th Anniversary Commemoration of the Declaration of Independence of the Republic of Greece as an expression of our gratitude for the many contributions of the Greek culture as the Birthplace of Western Civilization and Democracy.

Given under my hand and seal of the
City of Ypsilanti March 25, 2021.

Lois Allen-Richardson, Mayor



Resolution No. 2021-064
April 6, 2021

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

That the following items be approved:

1. **Resolution No. 2021-065, approving the minutes of March 16, 2021.**
2. **Resolution No. 2021-066, approving the purchase of Election Equipment.**
3. **Resolution No. 2021-067, approving the display of teal ribbons for sexual assault awareness month in the City of Ypsilanti.**

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
6 day of April 2021

#Resolution No. 2021-064



Resolution No. 2021-065
April 6, 2021

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

THAT the minutes of March 16, 2021 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
6 day of April 2021

#Resolution No. 2021-065



MINUTES REGULAR COUNCIL Meeting

7:00 PM - Tuesday, March 16, 2021

Zoom Meeting

The REGULAR COUNCIL of the City of Ypsilanti was called to order on Tuesday, March 16, 2021, at 7:00 PM, in the Zoom Meeting, with the following members present:

PRESENT: Council Member Jennifer Symanns (Washtenaw County, City of Ypsilanti), Council Member Steven Wilcoxon (Washtenaw County, City of Ypsilanti), Mayor Pro-Tem Nicole Brown (Washtenaw County, City of Ypsilanti), Mayor Lois Richardson (Washtenaw County, City of Ypsilanti), Council Member Anthony Morgan (Delaware County, Indiana), Council Member Annie Somerville (Washtenaw County, City of Ypsilanti), and Mr. Brian Jones-Chance (Washtenaw County, City of Ypsilanti)

ABSENT: Mayor Pro-Tem (9:13 P.M. – 10:15 P.M.)

I. CALL TO ORDER

The meeting was called to order at 6:30 P.M.

II. ROLL CALL

III. AGENDA APPROVAL

The agenda was approved as submitted. Council Member Steve Wilcoxon moved, seconded by Council Member Jennifer Symanns. On a voice vote the motion carried.

IV. FOIA APPEAL - 6:30 - 7:00 PM

- A. Resolution No. 2021-050, either approving or denying the FOIA denial appeal of James Niswender.

Council Member Steven Wilcoxon moved, seconded by Council Member Annie Somerville, to deny Resolution No. 2021-050

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

After hearing the presentations and considering the FOIA requests and the denial notices and considering the FOIA act and the facts and circumstances of the matter, it is hereby resolved that:

The FOIA appeal of James Niswender is denied.

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

V. PUBLIC COMMENT (3 MINUTES)

One member from the public spoke.

VI. PRESENTATIONS

- A. Equal Pay Day Proclamation - Mayor Richardson.
- B. AAATA - Service Restoration Proposal - Forest Yang, Deputy CEO, Planning and Innovation
- C. Route to a Smart City - Jason Dixon, CEO Strategic Alliance Community Development Corporation.

Council Member Symanns moved to have the City Manager and Staff to evaluate this program.

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

- D. Extending the dates of the Street Closure - David Roberts (15 minutes)

VII. PUBLIC HEARINGS

- A. Approving the vacation of alley running from S Washington St to S Huron St, south of Buffalo St.
 - A. Resolution No. 2021-051, determination.
 - B. Open public hearing **One member from the public spoke.**
 - C. Resolution No. 2021-052, close public hearing.

Council Member Jennifer Symanns moved, seconded by Council Member Annie Somerville, to approve Resolution No. 2021-051

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

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

WHEREAS, the City has an ordinance, City Code Chapter 94, providing for the procedure for vacating a public alley; and

WHEREAS, the Planning Commission reviewed the alley vacation in regard to land use, neighborhood needs, and safety, and held a public hearing; and

WHEREAS, the Planning Commission recommended City Council adopt the proposed alley vacation;

NOW THEREFORE BE IT RESOLVED THAT the Ypsilanti City Council adopt the alley vacation entitled "Vacation of alley between S Huron and S Washington, south of Buffalo."

BE IT FURTHER RESOLVED THAT the City and utility authorities shall retain and reserve within the former alley an easement for installation and maintenance of utilities.

BE IT FURTHER RESOLVED THAT properties at 406 S Huron, 408 S Huron, 109 Buffalo, and 113 Buffalo shall retain access to the former alley through a shared-use easement, to ensure no access is deterred.

BE IT FURTHER RESOLVED THAT access to the former alley shall not be restricted within 20 feet along the S Washington and S Huron frontages.

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

Council Member Jennifer Symanns moved, seconded by Council Member Brian Jones-Chance, to approve Resolution No. 2021-052

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

That the public hearing to consider an ordinance titled "Vacation of alley between S Huron and S Washington, south of Buffalo" be officially closed.

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

- B. Approving an application a Michigan Department of Natural Resources Trust Grant for funds to help construct an accessible fishing and canoe/kayak facilities in the north end of Frog Island.
- A. Open public hearing.
 - B. Resolution No. 2021-053, close public hearing.

Council Member Brian Jones-Chance moved, seconded by Council Member Steven Wilcoxon, to approve resolution No. 2021-053

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

THAT the public hearing for an application to the Michigan Department of Natural Resources Natural Resources Trust Fund for the Frog Island Trailhead Project be officially closed.

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

VIII. CONSENT AGENDA

- A. Resolution No. 2021-054, approving the Consent Agenda.

Council Member Jennifer Symanns moved, seconded by Council Member Annie Somerville, to approve Resolution No. 2021-054

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

That the following items be approved:

1. **Resolution No. 2021-055, approving the minutes of March 2, 2021.**
2. **Resolution No. 2021-056, declaring March as Reading Month in the City of Ypsilanti.**
3. **Resolution No. 2021-057, approving the purchase of a 2021 Ford Police Interceptor SUV.**

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

- B. Resolution No. 2021-055, approving the minutes of March 2, 2021.

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

THAT the minutes of March 16, 2021 be approved.

- C. Resolution No. 2021-056, declaring March as Reading Month in the City of Ypsilanti.

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, literacy is a learned skill that is improved through practice and regular reading; and

WHEREAS, public and school libraries play an important role in helping children learn to read and gain critical information literacy skills by providing easy and free access to books and other information on a wide range of topics; and

WHEREAS, the reading of books with children improves children's language, cognitive, and literacy skills;

WHEREAS, research demonstrates that reading aloud with children is the single most important activity for helping them become successful readers; and

WHEREAS, quality children's books and the continued efforts of educators, parents, and volunteer reading partners can instill a love of reading that will last a lifetime; and

WHEREAS, school reading programs provide students with a chance to improve their reading skills and take pleasure in stories; and

WHEREAS, , such programs have a profound and lasting positive impact on a child's life through improved reading comprehension, motivation, and achievement, as well as improved overall academic performance, classroom behavior, self-confidence, and social skills; and

WHEREAS, all people of the United States can help celebrate the importance of reading by donating children's books, volunteering to read to and mentor young students, and supporting public policies aimed at improving literacy rates.

NOW THEREFORE BE IT RESOLVED, the City Council of the City of Ypsilanti designate March as Reading Month and encourage all residents to expose community youth to literature.

- D. Resolution No. 2021-057, approving the purchase of a 2021 Ford Police Interceptor SUV.

RESOLVED BY THE CITY COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, the City of Ypsilanti Police Department desires to replace one (1) Patrol Vehicle with 2021 Ford Police Interceptor SUVs, and

WHEREAS, the City of Ypsilanti Police Department has been allocated funds through the MML Insurance fund for the purpose of purchasing this vehicle, and

WHEREAS, Gorno Ford of Woodhaven, Michigan has provided State of Michigan bid pricing in the amount of \$34,871.50.

THEREFORE BE IT RESOLVED, that the Chief of Police be authorized to sign all necessary documents needed to execute the vehicle purchase.

IX. RESOLUTIONS/MOTIONS/DISCUSSIONS

- A. Resolution No. 2021-058, approving the submission of a Natural Resources Trust Grant application to the MDNR for the purposes of the construction of accessible fishing and canoe/kayak facilities.

Council Member Jennifer Symanns moved, seconded by Council Member Annie Somerville, to approve Resolution No. 2021-058

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, the City strongly supports safe and equitable recreation access for all of its residents and visitors; and

WHEREAS, the adopted Parks and Recreation Master Plan recognizes the need for improved accessibility in our parks, particularly Frog Island Park; and

WHEREAS, Frog Island presents a nexus between the Border to Border Trail, part of the Iron Belle Trail, and the Huron River Water Trail; and

WHEREAS, the parking and stormwater drainage facilities serving Frog Island need to be upgraded to meet current accessibility standards and protect the water quality of the Huron River; and

NOW THEREFORE BE IT RESOLVED, THAT the City Council hereby authorizes the submission of a development application to the Michigan Department of Natural Resources Natural Resources Trust Fund in the amount of up to \$500,000 for the Frog Island Trailhead Project, to be matched by sources to be determined, including private donations, City funds, and other public grant support.

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

Council Member Annie Somerville moved, seconded by Council Member Brian Jones-Chance,

The meeting recessed at 6:52 P.M. The meeting reconvened at 7:00 P.M.

A motion was made to extend the meeting to 11:00 P.M. Council Member Annie Somerville moved, seconded by Mr. Brian Jones-Chance.

RESULT:	CARRIED.
MOVER:	Council Member Annie Somerville
SECONDER:	Council Member Brian Jones-Chance

- B. Resolution No. 2021-058A, amending the special event street closure to April 1, 2021 to November 1, 2021. (added)

Council Member Annie Somerville moved, seconded by Council Member Jennifer Symanns, to approve Resolution No. 2021-058A

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, the COVID-19 pandemic has hit the City of Ypsilanti and our businesses extremely hard; and

WHEREAS, public health guidance indicates that outdoor dining is safer than indoor dining and consumers preferred these outdoor spaces in 2020; and

WHEREAS, the city seeks to assist in the recovery of our small businesses and help encourage best practices that support our local economy; and

WHEREAS, the unique conditions of Downtown and its stakeholders offers an opportunity for a longer street closure; and

NOW THEREFORE BE IT RESOLVED THAT, the Ypsilanti City Council amends the special event permit closing North Washington Street from Pearl to Michigan Avenue from April 1, 2021 until November 1, 2021. The closures would remain in effect during overnight hours. Live amplified music is only permitted on Fridays and Saturdays until 10pm.

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

- C. Resolution No. 2021-059, approving membership to Michigan Liquid Assets Fund Plus (MILAF).

Council Member Anthony Morgan moved, seconded by Council Member Steven Wilcoxon, to approve Resolution No. 2021-059

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, Public Act 20 of 1943, MCLA 129.91, et seq, as amended ("Public Act 20"), authorizes the Local Unit to invest surplus funds in certain permissible investments; and

WHEREAS, the Surplus Funds Investment Pool Act, Act No. 367 of the Public Acts of 1982, MCL 129.11, et seq, as amended, authorizes political subdivisions organized under the laws of the State of Michigan, including counties, cities, villages, townships, school districts

and other authorities (collectively "Political Subdivisions") to invest surplus funds in certain investment pools; and

WHEREAS, the Urban Cooperation Act of 1967, 1967 PA 4, Ex, Sess. No. 7, MCLA 124.501, et seq., as amended, provides that two or more Political Subdivisions may jointly cooperate in the exercise or in the performance of their respective governmental functions, powers or responsibilities and may enter into such joint agreements as may be deemed appropriate for such purposes when such agreements have been adopted by all such cooperating Political Subdivisions; and

WHEREAS, the Declaration of Trust (Interlocal Agreement), as amended, and an Information Statement relating to the Michigan Liquid Asset Fund Plus (the "Fund") have been presented to this council; and

WHEREAS, the Declaration of Trust, as amended, authorizes Political Subdivisions to adopt and enter into the Declaration of Trust and become participants of the Fund; and

WHEREAS, this Council deems it advisable for the Local Unit to adopt and enter into the Declaration of Trust and become a participant of the Fund for the purpose of the joint investment of the Local Unit's money and those of other Political Subdivisions so as to enhance the investment earnings accruing to each Political Subdivisions.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The Local Unit shall join with other Political Subdivisions in accordance with the provisions of Public Act 20, the Surplus Funds Investment Pool Act and the Urban Cooperation Act of 1967, as such laws are applicable, by becoming a participant of a Fund in entering into the Declaration of Trust, which Declaration of Trust is adopted by reference thereto with the same effect as if it had been set out verbatim in this resolution. A copy of the Declaration of Trust shall be filed with the minutes of the meeting at which this resolution was adopted.
2. The Local Unit is hereby authorized to invest its available funds from time to time and to withdraw such funds from time to time in accordance with the provisions of the Declaration of Trust. The following officers and officials of the Local Unit are authorized to take such actions and execute any and all such documents as they may deem necessary and appropriate to effectuate the entry by the Local Unit into the Declaration of Trust and the adoption thereof by the Local Unit.

<u>Name</u>	<u>Title</u>
<u>Frances McMullan</u>	<u>City Manager</u>

<u>Andrew Hellenga</u>	<u>City Clerk</u>
<u>Rheagan Basabica</u>	<u>Finance</u> <u>Director/Treasurer</u>

3. The following offices and officials of the Local Unit and their respective successors in office each are hereby designated as "Authorized Officials" with full power and authority to effectuate the investment and withdrawal of monies of the Local Unit from time to time in accordance with the Declaration of Trust.

<u>Name</u>	<u>Title</u>
<u>Frances McMullan</u>	<u>City Manager</u>
<u>Andrew Hellenga</u>	<u>City Clerk</u>
<u>Rheagan Basabica</u>	<u>Finance</u> <u>Director/Treasurer</u>

The Secretary of the Council shall advise the Fund of any changes in authorized officials in accordance with procedures established by the Fund.

1. **The Trustees of the Fund are hereby designated as having official custody of the Local Unit's monies which are invested in accordance with the Declaration of Trust.**
2. **Authorization is hereby given for members of this Council and officials of the Local Unit to serve as Trustees of the Fund from time to time if elected as such pursuant to the Declaration of Trust.**
3. **All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution being the same are hereby rescinded.**

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

- D. Resolution No. 2021-060, requesting the Michigan State Legislature to approve Senate Bill 207 to sunset no reason virtual meetings on June 30, 2021.

Council Member Annie Somerville moved, seconded by Council Member Brian Jones-Chance, to approve Resolution No. 2021-060

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

Whereas, the COIVD-19 Pandemic has touched every individual living in this city, county, state, country, and planet; and

Whereas, the Center for Disease Control has advised that wearing a mask and keeping socially distance will help stop the spread of COVID-19; and

Whereas, Washtenaw County reported 633 new cases of COVID-19 the week of March 4, 2021, with 125 of those diagnosis being in the 48197 and 48198 Zip Codes; and

Whereas, the Michigan Legislature and Governor have amended the Open Meetings Act to allow for no reason virtual meetings until March 31, 2021; and

Whereas, upon its expiration public bodies throughout the state will be forced to begin meeting in person, creating a risk to public health; and

Whereas, the fear of exposure might limit the public's desire to participate in public meetings lowering its involvement in the decision making process at the local level, creating less transparency, the very reason for sunshine laws such as the Open Meetings Act; and

Now therefore be it resolved that the Ypsilanti City Council implore the Michigan State Legislature to adopt Senate Bill 207 and Governor Whitmer sign it to law, allowing for no reason virtual meetings until June 30, 2021.

BE IT FURTHER RESOLVED, That the Ypsilanti City Council direct the City Clerk to forward this resolution to the Michigan House, Michigan Senate, the Office of the Governor, and the City's Lobbyist.

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

- E. Resolution No. 2021-061, honoring International Transgender Day of Visibility.

Council Member Steven Wilcoxen moved, seconded by Council Member Annie Somerville, to approve Resolution No. 2021-061

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

Whereas, the International Transgender Day of Visibility was founded by US based transgender activist Rachel Crandall of Michigan in 2009; and

Whereas, the purpose of Transgender Day of Visibility is a time to celebrate transgender and non-binary people around the globe and acknowledge the courage it takes to live openly and authentically; and

Whereas, activists use this day to bring awareness to the discrimination and violence that trans people face; and

WHEREAS, the Human Rights Campaign recording forty-four deaths of transgender and non-binary people in 2020 as a result of violence; and

WHEREAS, these victims, like all of us, were loving partners, parents, family members, friends, and community members; and

WHEREAS, transgender and non-binary people face significant cultural, legal, and economic challenges, but continue to bravely share their stories, and push for equality; and

WHEREAS, it is on all of us to fight for change at every level and take action to support trans gender and gender non-conforming people.

Now therefore be it resolved that the Ypsilanti City Council recognize March 31, 2021 as International Transgender Visibility Day and vow to continue the fight to achieve equality and inclusion for all people.

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

- F. Resolution No. 2021-062, authorizing the City Manager to approve a special events application to allow the Annual Vintage Volkswagen Festival to occur in Riverside Park on June 13, 2021.

Council Member Annie Somerville moved, seconded by Council Member Jennifer Symanns, to approve Resolution No. 2021-062

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

Whereas, the Michigan Vintage Volkswagen Club has submitted application to hold its annual festival in Riverside Park on June 13, 2021, a month following the normal date of the first weekend in May the festival is usually held; and

WHEREAS, in exchange for postponing their event they ask that the City lower their rental fees to a class 2 level, lowering the fees by \$200; and

Whereas, the sponsors have agreed to adhere to social distancing and mask protocols; and

Now therefore be it **RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI**, THAT the City Manager is authorized to approve a special events application, with contingencies, to allow the Annual Vintage Volkswagen Festival to occur in Riverside Park on June 13, 2021.

BE IT FURTHER RESOLVED THAT, Sponsors agree to monitor the public and to comply with any additional measures as required by the City.

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

- G. Discussion on returning to in-person meeting.
- H. Scheduling Evaluations for the City Manager and City Clerk.

X. LIAISON REPORTS

- 1. SEMCOG Update **General Assembly on Thursday.**
- 2. Washtenaw Area Transportation Study **Meeting tomorrow.**
- 3. Urban County **None**
- 4. Ypsilanti Downtown Development Authority **Meeting Thursday. W Cross streetlights | summer movies.**
- 5. Friends of Rutherford Pool **Discussion about opening the pool. Now to manage safety measures.**

XI. COUNCIL PROPOSED BUSINESS

Somerville

- **Nothing**

Symanns

- **Thanked City Manager about violation compliant**
- **Issue with baring dog**

Wilcoxon

- **Facebook establish a community garden at Candy Cain Park. How would you go about establishing.**
 - **Parks and Rec has guidelines.**
- **Penn Dan- 2nd round of funding, Due to COVID there was a reduction - update to public engagement.**

Jones-Chance

- **March 27 clean up of Parkridge park**
- **Question of large asset purchases**

Morgan

- **YPAC- March 25th new officers**
- **Mr. Yapp**
- **Athena Johnson- Plan to fill the seat**
- **Fee schedule for permits (parking)**
- **Meeting with Joe about potential update**

Mayor Pro-Tem Brown

- **Nothing**

XII. COMMUNICATIONS FROM THE MAYOR

- **Mr. Barr working on Resolution for June-teenth holiday in perpetuity. Support for this**
- **Calling State of Emergency**

XIII. COMMUNICATIONS FROM THE CITY MANAGER

- **Thanked Council Member Wilcoxon for inviting her to join steering committee.**

XIV. COMMUNICATIONS

- A. Departmental Budget Presentations - April 13, 2021 at 6:30 pm.

XV. ADJOURNMENT

- A. Resolution No. 2021-063, adjourning the City Council Meeting.

The meeting was adjourned at 10:42 P.M.

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



REQUEST FOR LEGISLATION

TO: Mayor and City Council
FROM: Andrew Hellenga
DATE: April 6, 2021
SUBJECT: Purchase of Election Equipment

DESCRIPTION:
Purchase of Election Equipment

SUMMARY:

During the 2020 Election Cycle the city, with City Council approval, was awarded \$105,969 from the Center of Tech and Civic Life to assist in the administration of the General Election.

Following the General Election the remaining balance of the awarded grant was \$37,207.12. The Clerk Department requested an extension to allow time to expend the remaining funds, which was granted.

The Clerk Department has since purchased four additional transfer suitcases to be deployed to precincts and the Absentee Voter Count Board. In addition, has solicited quotes from Hart Intracivc to purchase four additional Scan Tabulators to be used by the Count Board during General Elections.

This purchase would allow each precinct, except precincts 2-4 and 3-1, to have its own ballot tabulator. This purchase would lead to greater effectiveness in processing ballots, facilitate for greater ease in identifying errors, should they occur, and add to the efficiency of post-election audits.

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: _____

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____



Resolution No. 2021-066
April 6, 2021

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, during the 2020 Election Cycle the City of Ypsilanti was approved for a grant of \$105,969 by the Center of Tech and Civic Life; and

WHEREAS, the city has been awarded an extension until June 30, 2021, to expend the remaining funds of \$37,207.12 and

WHEREAS, in order for the Absentee Voter Count Board to more efficiently process the increase in absentee ballots caused by no reason absentee ballots, the Clerk Department requests to expend the remaining funds to purchase four additional scans in the amount of \$22,180.00, and service maintenance for years six through ten in the amount of \$11,280, for a total of \$33,460.

NOW THEREFORE BE IT RESOLVED THAT the Ypsilanti City Council approve the purchase of four tabulators and associated maintenance agreements from Hart Intracivic.

OFFERED BY: _____

SECONDED BY: _____

YES:

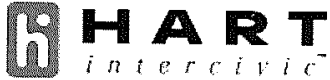
NO:

ABSENT:

VOTE:

This resolution is adopted by the Council of the City of Ypsilanti and approved by the Mayor this 6 day of April 2021

#Resolution No. 2021-066



Quote Number 00008534
Account Name Ypsilanti, MI
Grand Total \$22,180.00

Item	Description	Unit Price	Quantity	Total Price
Verity Scan	Digital ballot scanner with remote transmission capability	\$5,500.00	4	\$22,000.00
vDrive	Flash memory card/audio card for use with Verity devices	\$45.00	4	\$180.00
Subtotal				\$22,180.00
Grand Total				\$22,180.00

Annual Service and Maintenance (Years 6-10)

Item	Description	Unit Price	Quantity	Total Price
Service and Maintenance - Verity Scan	Annual Service and Maintenance fee for Verity Scan in years 6-10	\$564.00	4	\$2,256.00
Proposed Annual Service & Maintenance				\$2,256.00
Total Years 6-10				\$11,280.00

Bill To 1 S Huron St.
Ypsilanti, MI 48197

Ship To 1 S Huron St.
Ypsilanti, MI 48197

Customer Contact

Contact Name Andrew Hellenga

Email ahellenga@cityofypsilanti.com
Phone (734) 482-9741

General Information

Expiration Date 4/16/2021
Payment Terms Net 30

Instructions Please fax with signature to (512) 252-6914 or
scan and email to aweedy@hartic.com to order.

Terms and Conditions

Pricing subject to inventory availability at time of quote execution and acceptance.
Taxes will be calculated in conjunction with the Customer based on the final approved price list.

Hart Approval

Prepared By Adam Weedy
Signature 

Title Inside Sales Representative

Customer Approval

Name: _____

Title: _____

Customer Approval: _____

Date: _____

Confidential - Not for Redistribution



Resolution No. 2021-067
April 6, 2021

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, April is Sexual Assault Awareness Month; and

WHEREAS, most sexual assaults are not committed by strangers, at least 84% of survivors new their perpetrator prior to the assault; and

WHEREAS, SafeHouse has requested tying teal ribbons around trees and/or poles in the City of Ypsilanti; and

WHEREAS, SafeHouse provides 1-on-1 Counseling, support groups, legal Advocacy, Shelter, and friend and Family support for sexual assault survivors who live, work, and school, or were assaulted in Washtenaw County; and

WHEREAS, SafeHouse intends to hand ribbons in Depot Town, West Cross, near the water tower, and Michigan Ave, near the library; and

WHEREAS, the ribbon will be placed along with an information sheet, providing information on sexual assault and the contact information for SafeHouse.

THEREFORE BE IT RESOLVED THAT the Mayor and City Council supports this campaign and approves of teal ribbons being tied in the specified location from April 1st - April 30, 2021, along the proposed information sheets.

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 6 day of April 2021

#Resolution No. 2021-067



What does the ribbon mean?

It means it's Sexual Assault Awareness Month!

*Did you
know?*

Most sexual assaults are NOT committed by strangers. At least 84% of survivors knew their perpetrator prior to the assault. The rapist may have been a neighbor, friend, family member, acquaintance, coworker, classmate, spouse, partner or ex partner.

SafeHouse provides 1-on-1 Counseling, Support Groups, Legal Advocacy, Shelter, and friend/family support for sexual assault survivors who live, work, attend school, or were assaulted in Washtenaw County

**WE BELIEVE YOU • CALL 734-995-5444
FOR FREE & CONFIDENTIAL SUPPORT**





REQUEST FOR LEGISLATION

TO: Mayor and City Council
FROM: John Barr
DATE: April 6, 2021
SUBJECT: Juneteenth – New City Holiday

DESCRIPTION:

Juneteenth – New City Holiday

SUMMARY:

Mayor Richardson attended the National League of Cities meetings and learned that other cities are creating a Juneteenth holiday.

Juneteenth is the 19th day of June and commemorates June 19, in 1865 when Union Army General Gordon Granger landed in Galveston, where he read General Order #3, stating that all slaves were free, and that former masters and slaves were absolutely equal in personal and property rights and the final group of Black Americans understood that they were free and equal.

A proposed resolution is attached for your consideration.

ATTACHMENTS: Proposed Resolution to establish a City Holiday

RECOMMENDED ACTION: Adoption of the Resolution

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: _____

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____



Resolution No. 2021-068

April 6, 2021

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

Whereas, communities of color, and especially Ypsilanti, Michigan are disproportionately impacted by COVID-19, and Black Americans continue to face the lingering effects of racism, and

Whereas, we must work together to continue to build a just Ypsilanti, free from prejudice, bigotry and racism, and

Whereas, Ypsilanti, Michigan has a proud record of fighting bigotry, slavery and racism, including, prior to the Civil War being a part of the underground railway to help slaves to freedom, and sending soldiers, black and white to fight and die for the Union in the Civil War to free the slaves, and passing ordinances to prohibit discrimination, and

Whereas, June 19, 1865 marks when the final group of Black Americans understood that they were free, when Union Army General Gordon Granger landed in Galveston, where he read General Order #3, stating that all slaves were free, and that former masters and slaves were absolutely equal in personal and property rights. and

Whereas, Juneteenth, June 19, 1865, acting as the date of emancipation, became a long-standing day of celebration, meant to honor Black Americans resilience and the end of slavery, and

Whereas, it is fitting and proper for the City of Ypsilanti to honor and celebrate June 19 of every year as Juneteenth,

NOW THEREFORE, it is hereby RESOLVED BY THE YPSILANTI CITY COUNCIL, that June 19th of every year beginning in the year 2021 and continuing for every year thereafter, in perpetuity, be and the same is hereby declared as JUNETEENTH, an official Ypsilanti City Holiday.

OFFERED BY: _____

#Resolution No. 2021-068

SECONDED BY: _____

YES:

NO:

ABSENT:

VOTE:

This resolution is adopted by the Council of the City of Ypsilanti and approved by the Mayor this
6 day of April 2021

#Resolution No. 2021-068



REQUEST FOR LEGISLATION

TO: Mayor and City Council
FROM: John Barr
DATE: April 6, 2021
SUBJECT: Covid 19 Emergency and Virtual Meetings

DESCRIPTION:

Covid 19 Emergency and Virtual Meetings

SUMMARY:

The country has been experiencing a medical pandemic of Covid 19 virus for more than a year. City Council has been meeting virtually to protect the City Council, City employees and the public from the transmission of the Covid 19 virus by the close physical contact of in-person meetings. PA 254 authorized virtual meetings until March 31, 2021 and until December 31, 2021 in areas with a local state of emergency.

The pandemic is continuing in the City of Ypsilanti, according to Washtenaw County Health Department statistics, and the City of Ypsilanti is experiencing some of the highest (if not the highest) levels of Covid 19 virus infections in Washtenaw County.

The Washtenaw County Board of Commissioners recently declared a local county pandemic state of emergency.

Ypsilanti Mayor Lois Richardson now has declared a local City of Ypsilanti State of Emergency because of the continued Covid 19 danger in the City.

Pursuant to Ypsilanti City Code, section 34-4 City Council must approve the declaration of State of Emergency by the Mayor. The enclosed Resolution is to approve the State of Emergency.

ATTACHMENTS: Proposed Resolution to Approve the local State of Emergency

RECOMMENDED ACTION: Adoption of the resolution

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: _____

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____



Resolution No. 2021-069

April 6, 2021

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

Whereas, the United States of America, the State of Michigan, the County of Washtenaw and the City of Ypsilanti, and indeed, the world, are in the midst of a medical Covid 19 virus pandemic, and

Whereas, the pandemic is a severe threat to the health, safety and welfare of the residents of the City of Ypsilanti, and the Covid 19 virus is spread by close physical proximity of persons, and

Whereas, the City Council and City boards and commissions have been meeting virtually because of the danger of contracting the Covid 19 virus during in-person meetings, and

Whereas, virtual meetings were authorized by Act 254 of the Public Acts of 2020, and

Whereas, Act 254 of the Public Acts of 2020 allows virtual meetings in case of a local emergency, and

Whereas, Washtenaw County has declared a local, state of emergency, and,

Whereas, the Washtenaw County Health Department statistics show that the City of Ypsilanti, zip codes 48197 and 48198 have the highest rates of Covid 19 virus infection in the county, and

Whereas, Ypsilanti Mayor Lois Richardson has declared a local state of emergency in the City of Ypsilanti because of the continued Covid 19 virus pandemic risk and danger,

NOW THEREFORE, the City Council of the City of Ypsilanti does hereby approve and adopt the State of Emergency declared by the Mayor and in accordance with Act 254 of the Public Acts of 2020 determine and order that meetings of Ypsilanti City Council and all boards and commissions shall be virtual until December 31, 2021, or until further action of the Mayor and City Council.

#Resolution No. 2021-069

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
6 day of April 2021

#Resolution No. 2021-069

**CITY OF YPSILANTI, MICHIGAN
1 South Huron Street, Ypsilanti, MI 48197
Office of the Mayor**

**DECLARATION OF LOCAL STATE OF EMERGENCY
BECAUSE OF COVID-19 PANDEMIC**

March 25,2021

WHEREAS, the World Health Organization declared a world-wide pandemic because of the outbreak of the Novel Coronavirus, Covid-19, and

WHEREAS, The Washtenaw County Health Department has confirmed cases of local individuals who have a severe acute respiratory illness caused by the novel coronavirus (Covid-19) or “the Pandemic”, and

WHEREAS, Washtenaw County Health Department has identified that Pandemic cases in the 48197-48198 area code are rising at a higher rate and are disproportionately affecting communities of color and continue to be a serious threat to the safety and well-being of the residents, and

WHEREAS, The Bureau of Epidemiology and Population Health at the State Health Department have identified that Covid cases and hospitalizations in Michigan are trending up and warn of a third wave, and

WHEREAS, The Washtenaw County Health Department has identified both the B.1.1.7 variant, known as the UK variant and the B.1.3.5. variant, known as the South African variant are present in Washtenaw County and that both variants spread more rapidly and are harder to control, and

WHEREAS, The Washtenaw County Health Department reports that the transmission of the Pandemic virus is accomplished by human-to-human contact and can be significantly controlled by limiting such contact, and

WHEREAS, pursuant to the Open Meetings Act, public bodies may meet entirely remotely after March 31, 2021 and up to December 31, 2021 if a local state of emergency has been declared; and

WHEREAS, COVID-19 still poses a very real danger to the residents of Ypsilanti and positive cases are still regularly occurring despite efforts to vaccinate the population; and

WHEREAS, the Washtenaw County Health Department reports that the Covid-19 Pandemic has and is greatly negatively affecting the safety, health and welfare of the residents and especially our minority and senior residents, of the 48197 and 48198 zip code zones at a higher rate than the rest of the County of Washtenaw, State of Michigan; and

WHEREAS, due to the sustained presence of COVID-19 in the City of Ypsilanti, public bodies in the City can protect the public if they meet remotely to avoid unnecessary exposure to the members of the body and the members of the public; and

WHEREAS, given the above and pursuant to MCL 30.410 of the Emergency Management Act, the Washtenaw County Board of Commissioners, declared a local state of emergency within Washtenaw County as of March 17, 2021; and

Now, Therefore, Pursuant to the authority granted me as Mayor by MCL 30.410, the Charter of the City of Ypsilanti, the Ordinances of the City of Ypsilanti, and City Code Chapter 34, and the reasons stated above, I, Lois Richardson, Mayor of the City of Ypsilanti, **do hereby declare a LOCAL COVID-19 PANDEMIC EMERGENCY** in the City of Ypsilanti, and specifically the 48197 and 48198 zip code zones within the City.

I further find that in-person meetings in the affected areas during the Covid-19 Pandemic, despite precautions, because of the high rate of impact on the affected

areas, still present an unreasonably high risk to the health, safety and welfare of participants.

I further find that without a remote option to participate in public meetings and public comment, members of the public could unnecessarily expose themselves to Covid-19 by participating in public meetings in an in-person setting; and

Therefore, to protect the health, safety and welfare of all residents of the affected area, and throughout the City, County and State, it is hereby ORDERED, that All City employees, officers, boards and commission members take all steps to prevent or alleviate illness and of death due to the Covid 19 Pandemic virus including maintaining social distancing, frequently cleaning and hand washing, wearing protective face coverings; and conducting City business virtually when possible.

It is additionally ORDERED that that until December 31, 2021, and until further notice all in-person meetings of the Ypsilanti City Council, boards and commissions are to be held virtually, i.e., remotely, pursuant to the Open Meetings Act.

Lois Richardson, Mayor of City of Ypsilanti



REQUEST FOR LEGISLATION

TO: Mayor and City Council
FROM: Ron Akers
DATE: April 6, 2021
SUBJECT: Application to Local Bridge Program for Factory Street Bridge and LeForge Street Bridge

DESCRIPTION:

Application to Local Bridge Program for Factory Street Bridge and LeForge Street Bridge

SUMMARY:

The bridge located on Factory Street over the Huron River was constructed in 1978 and last rehabilitated in 2011 and the bridge located on LeForge Street over the Huron River was constructed in 1983 and rehabilitated in 2009. The bi-annual bridge inspections conducted by OHM in 2019 indicate that both bridges are in fair condition, but will require some minor improvements in the coming years including patching and sealing cracks for the Factory Street bridge, and replace approach pavement, seal end joints, and seal the deck of the bridge with epoxy overlay for the LeForge street bridge.

Last year the City applied for but did not receive funding under the MDOT Local Bridge Program to perform this work and we are planning on requesting funding again this year. In order to do this OHM and City staff are requesting that City Council approve a resolution which authorizes the Director of Public Services and OHM to apply to the Michigan Department of Transportation for the 2024 Local Bridge Program to obtain for the necessary funding to complete preventative maintenance on the LeForge Street and Factory Street bridges.

We did receive Local Bridge funding for the Forest Street bridge last year and are currently in the design engineering stage with an anticipated construction timeframe of Q2-Q3 2022.

RECOMMENDED ACTION:

Staff recommends City Council authorize OHM, and the Director of Public Services to apply to the Michigan Department of Transportation for the 2024 Local Bridge Program to obtain the

necessary funding to complete preventative maintenance on the Factory Street and LeForge Street bridges.

ATTACHMENTS: Bridge Applications

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: _____

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____



Resolution No. 2021-070

April 6, 2021

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, the bridges on Factory Street and LeForge Street over the Huron River in the City of Ypsilanti needs preventative maintenance repairs to extend the life of the bridge; and,

WHEREAS, OHM, consulting engineers for the City of Ypsilanti, completed the inspection of the bridges in the City and prepared inspection reports and other information on the above-mentioned bridges; and,

WHEREAS, based on the findings and recommendations of OHM, the Director of Public Services recommends that the City make application to the Michigan Department of Transportation's Local Bridge Program for bridge preventative maintenance; and,

WHEREAS, the City of Ypsilanti has available 5% portion of the project financing available;

NOW THEREFORE BE IT RESOLVED THAT that the City Council of the City of Ypsilanti authorizes the Director of Public Services and OHM to apply to the Michigan Department of Transportation's Local Bridge Program with the application seeking financial assistance to perform preventative maintenance work on the LeForge Street and Factory Street bridges.

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 6 day of April 2021

#Resolution No. 2021-070

MICHIGAN DEPARTMENT OF TRANSPORTATION

STR 11088

BRIDGE SAFETY INSPECTION REPORT

Facility	Latitude / Longitude	MDOT Structure ID	Structure Condition	
FACTORY STREET	42.2348 / -83.6077	814747800011B01	Fair Condition(5)	
Feature	Length / Width / Spans	Owner		
HURON RIVER	226 / 71.9 / 3	City: YPSILANTI(7478)		
Location	Built / Recon. / Paint / Ovly.	TSC	Operational Status	
IN THE CITY OF YPSILANTI	1978 / / / 2011	Brighton(3)	A Open, no restriction(A)	
Region / County	Material / Design	Last NBI Inspection	Scour Evaluation	
University(6) / Washtenaw(81)	5 Prestressed Concrete / 05 Box Bm/Gird- Multiple	08/28/2019 / 1F7A	3 SC - Unstable	

NBI INSPECTION

1F7A

Inspector Name	Agency / Company Name	Insp. Freq.	Insp. Date
Adam Rychwalski	Orchard, Hiltz & McCliment Inc	24	08/28/2019

GENERAL NOTES

DECK

	05/17	05/19	08/19	
1. Surface (SIA-58A)	5	5	5	HMA starting to crack between beams. Cracks are open and unsealed. Longitudinal cracks entire length located along lane line. Crack along centerline is wide with some potholes. Potholes adjacent to west pier joint concrete, WB interior lane. (08/19) HMA starting to crack between beams. Cracks are open and unsealed. Longitudinal cracks entire length located along lane line. Crack along centerline is wide with some potholes. Potholes adjacent to west pier joint concrete, WB interior lane. (05/19) HMA starting to crack between beams. Cracks are open and unsealed. Longitudinal cracks entire length located along lane line. Crack along centerline is wide with some potholes. Potholes adjacent to joint concrete especially at west end (05/17)
2. Expansion Joints	7	6	6	Expansion Joints are debris filled, located at abutments and west pier. (08/19) Expansion Joints are debris filled, located at abutments and west pier. (05/19) Joints are debris filled. (05/17)
3. Other Joints	N	6	6	Ragged cracking in HMA over Pier 2 ref line. Joint seal in sidewalk. (08/19) Ragged cracking in HMA over Pier 2 ref line. Joint seal in sidewalk. (05/19) (05/17)
4. Railings	7	6	6	Concrete barrier railing separating peds and vehicles. Galv 3 tube pedestrian rail on outside of sidewalks has a few rust spots. Vertical cracks on concrete barriers. Spalled with exposed rebar in NE approach. A few areas of map cracking along top edge of barrier. Areas of barrier previously patched. Patches in good condition. (08/19) Concrete barrier railing separating peds and vehicles. Galv 3 tube pedestrian rail on outside of sidewalks has a few rust spots. Vertical cracks on concrete barriers. Spalled with exposed rebar in NE approach. A few areas of map cracking along top edge of barrier. Areas of barrier previously patched. Patches in good condition. (05/19) Metal railing missing entirely from the barrier walls separating peds and vehicles. Metal pedestrian rail has a few rust spots. Vertical cracks on concrete barriers. A few areas of map cracking along top edge of barrier. Areas of barrier previously patched. Patches in good condition. (05/17)
5. Sidewalks or Curbs	6	6	6	A spalled areas on the south sidewalk at the east end of the east span. North sidewalk has large areas of surface spalling in north sidewalk in center span near west pier and west span with rebar exposed and crumbling concrete. Evidence of slag mix. (08/19) A spalled areas on the south sidewalk at the east end of the east span. North sidewalk has large areas of surface spalling in north sidewalk in center span near west pier and west span with rebar exposed and crumbling concrete. Evidence of slag mix. (05/19) A spalled areas on the south sidewalk at the east end of the east span. A couple of small spalls at the west end of the north sidewalk and one at the east end. Several areas of patching and some cracking on both sidewalks. Large surface spall in north sidewalk in center span near west pier. North sidewalk has several large spalled areas with steel exposed and crumbling concrete. Evidence of slag mix. (05/17)
6. Deck Bottom Surface (SIA-58B)	N	N	N	side by side box beams. (08/19) side by side box beams. (05/19) (05/17)

Printed on 03/01/2021

Page 1 of 4

MICHIGAN DEPARTMENT OF TRANSPORTATION

STR 11088

BRIDGE SAFETY INSPECTION REPORT

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Region / County	Material / Design	Last NBI Inspection	Scour Evaluation	
University(6) / Washtenaw(81)	5 Prestressed Concrete / 05 Box Bm/Gird- Multiple	08/28/2019 / 1F7A	3 SC - Unstable	

7. Deck (SIA-58)	5	5	5	HMA on side-by-side box beams. See surface comments. (08/19) HMA on side-by-side box beams. See surface comments. (05/19) No structural deck. HMA on side-by-side box beams. See surface comments. (05/17)
8. Drainage				(08/19) (05/19) (05/17)

SUPERSTRUCTURE

05/17 05/19 08/19

9. Stringer (SIA-59)	6	6	6	B3N in west span has a spall with exposed and broken strand. North fascia beam over west pier has a spall. Beam 4S in east span has a spall with no rebar exposed. Joint 3N in middle of span has extensive leaking and efflorescence. Several other locations have leaking between beams. Post tensioning ducts are not grouted. (08/19) B3N in west span has a spall with exposed and broken strand. North fascia beam over west pier has a spall. Beam 4S in east span has a spall with no rebar exposed. Joint 3N in middle of span has extensive leaking and efflorescence. Several other locations have leaking between beams. Post tensioning ducts are not grouted. (05/19) B3N in west span has a spall with exposed and broken strand. North fascia beam over west pier has a spall. Beam 4S in east span has a spall with no rebar exposed. Joint 3N in middle of span has extensive leaking and efflorescence. Several other locations have leaking between beams. Post tensioning ducts are not grouted. (05/17)
10. Paint (SIA-59A)	N	N	N	(08/19) (05/19) (05/17)
11. Section Loss	N	N	N	(08/19) (05/19) (05/17)
12. Bearings	5	5	5	Bearings at abutments are bulging and some are hanging off the abutment slightly. Bearing on the north side of east pier is not on pier cap because of the way the pier cap was constructed too short, not because of movement. (08/19) Bearings at abutments are bulging and some are hanging off the abutment slightly. Bearing on the north side of east pier is not on pier cap because of the way the pier cap was constructed too short, not because of movement. (05/19) Bearings at abutments are bulging and some are hanging off the abutment slightly. Bearing on the north side of east pier is not on pier cap because of the way the pier cap was constructed not because of movement. (05/17)

SUBSTRUCTURE

05/17 05/19 08/19

13. Abutments (SIA-60)	6	6	6	Vertical cracks with some leaching on abutments. Minor map cracking on west abutment. Map cracking with leaching and 2 large spalls (not to steel) on south quarter of east abutment. Spalling at north corner of east abutment. (08/19) Vertical cracks with some leaching on abutments. Minor map cracking on west abutment. Map cracking with leaching and 2 large spalls (not to steel) on south quarter of east abutment. Spalling at north corner of east abutment. (05/19) Vertical cracks with some leaching on abutments. Minor map cracking on west abutment. Map cracking with leaching and 2 large spalls (not to steel) on south quarter of east abutment. (05/17)
14. Piers (SIA-60)	6	6	6	Cracks in concrete encasement of steel H-piles. Some of the crack has been sealed with an epoxy sealant and some are open. Cracks not effecting structural capacity of pile. (08/19) Cracks in concrete encasement of steel H-piles. Some of the crack has been sealed with an epoxy sealant and some are open. Cracks not effecting structural capacity of pile. (05/19) Cracks in concrete encasement of steel H-piles. Some of the crack has been sealed with an epoxy sealant and some are open. Cracks not effecting structural capacity of pile. (05/17)

MICHIGAN DEPARTMENT OF TRANSPORTATION

STR 11088

BRIDGE SAFETY INSPECTION REPORT

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Region / County	Material / Design	Last NBI Inspection	Scour Evaluation	
University(6) / Washtenaw(81)	5 Prestressed Concrete / 05 Box Bm/Gird- Multiple	08/28/2019 / 1F7A	3 SC - Unstable	

15. Slope Protection	N	N	N	(08/19) (05/19) (05/17)
16. Channel (SIA-61)	7	7	7	Channel flows from east to south, bends around east abutment. Some sunken debris at east pier and large pile downstream of east span. (08/19) Channel flows from east to south, bends around east abutment. Some sunken debris at east pier and large pile downstream of east span. (05/19) Some sunken debris at east pier. River takes a 90 degree turn just upstream of structure. No signs of scour or erosion of banks. (05/17)
17. Scour Inspection	7	7	7	Piled supported. (08/19) Piled supported. Water velocity too high to wade after heavy rain. (05/19) Piled supported, no scour noted (05/17)

APPROACH

	05/17	05/19	08/19	
18. Approach Pavement	6	6	6	Longitudinal and transverse cracks in both approaches. A few potholes in approach HMA (08/19) Longitudinal and transverse cracks in both approaches. A few potholes in approach HMA (05/19) Longitudinal and transverse cracks in both approaches. A few potholes in approach HMA (05/17)
19. Approach Shoulders Sidewalks	8	7	7	2 bolts missing from cover plate in SW quadrant. (08/19) 2 bolts missing from cover plate in SW quadrant. (05/19) 2 bolts missing from cover plate in SW quadrant. (05/17)
20. Approach Slopes				No problems noted. (08/19) No problems noted. (05/19) No problems noted. (05/17)
21. Utilities				Gas marker in SW quad. Lights on both fascias. Three utility ducts on south side. Railroad crossing 150' east of structure. (08/19) Gas marker in SW quad. Lights on both fascias. Three utility ducts on south side. Railroad crossing 150' east of structure. (05/19) Gas marker in SW quad. Lights on both fascias. Three utility ducts on south side. Railroad crossing 150' east of structure. (05/17)
22. Drainage Culverts				(08/19) (05/19) (05/17)

MISCELLANEOUS

Guard Rail		Other Items	
<u>Item</u>	<u>Rating</u>	<u>Item</u>	<u>Rating</u>
36A. Bridge Railings	1	71. Water Adequacy	8
36B. Transitions	1	72. Approach Alignment	8
36C. Approach Guardrail	0	Temporary Support	0 No Temporary Supports
36D. Approach Guardrail Ends	0	High Load Hit (M)	No
		Special Insp. Equipment	
		Underwater Insp. Method	2

False Decking (Timber) Removed to Complete Inspection

N/A - No False Decking

Critical Feature Inspections (SIA-92)

	<u>Freq</u>	<u>Date</u>
92A. Fracture Critical		

Printed on 03/01/2021

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MICHIGAN DEPARTMENT OF TRANSPORTATION

STR 11088

BRIDGE SAFETY INSPECTION REPORT

Facility	Latitude / Longitude	MDOT Structure ID	Structure Condition
FACTORY STREET	42.2348 / -83.6077	814747800011B01	Fair Condition(5)
Feature	Length / Width / Spans	Owner	
HURON RIVER	226 / 71.9 / 3	City: YPSILANTI(7478)	
Location	Built / Recon. / Paint / Ovly.	TSC	Operational Status
IN THE CITY OF YPSILANTI	1978 / / / 2011	Brighton(3)	A Open, no restriction(A)
Region / County	Material / Design	Last NBI Inspection	Scour Evaluation
University(6) / Washtenaw(81)	5 Prestressed Concrete / 05 Box Bm/Gird- Multiple	08/28/2019 / 1F7A	3 SC - Unstable



92B. Underwater

92C. Other Special

92D. Fatigue Sensitive

MICHIGAN DEPARTMENT OF TRANSPORTATION

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STRUCTURE INVENTORY AND APPRAISAL

Facility	Latitude / Longitude	MDOT Structure ID	Structure Condition
FACTORY STREET	42.2348 / -83.6077	814747800011B01	Fair Condition(5)
Feature	Length / Width / Spans	Owner	
HURON RIVER	226 / 71.9 / 3	City: YPSILANTI(7478)	
Location	Built / Recon. / Paint / Ovly.	TSC	Operational Status
IN THE CITY OF YPSILANTI	1978 / / / 2011	Brighton(3)	A Open, no restriction(A)
Region / County	Material / Design	Last NBI Inspection	Scour Evaluation
University(6) / Washtenaw(81)	5 Prestressed Concrete / 05 Box Bm/Gird- Multiple	08/28/2019 / 1F7A	3 SC - Unstable



Bridge History, Type, Materials

27 - Year Built	1978
106 - Year Reconstructed	
202 - Year Painted	
203 - Year Overlay	2011
43 - Main Span Bridge Type	5 05
44 - Appr Span Bridge Type	
77 - Steel Type	0
78 - Paint Type	0
79 - Rail Type	8
80 - Post Type	0
107 - Deck Type	1
108A - Wearing Surface	6
108B - Membrane	2
108C - Deck Protection	0

Structure Dimensions

34 - Skew	24
35 - Struct Flared	0
45 - Num Main Spans	3
46 - Num Apprs Spans	0
48 - Max Span Length	73.8
49 - Structure Length	226
50A - Width Left Curb/SW	5.9
50B - Width Right Curb/SW	8.2
33 - Median	0
51 - Width Curb to Curb	54.8
52 - Width Out to Out	71.9
112 - NBIS Length	Y

Inspection Data

90 - Inspection Date	08/28/2019
91 - Inspection Freq	24
92A - Frac Crit Req/Freq	N
93A - Frac Crit Insp Date	
92B - Und Water Req/Freq	N
93B - Und Water Insp Date	
92C - Oth Spec Insp Req/Freq	N
93C - Oth Spec Insp Date	
92D - Fatigue Req/Freq	N
93D - Fatigue Insp Date	
176A - Und Water Insp Method	2
58 - Deck Rating	5
58A/B - Deck Surface/Bottom	5 N
59 - Superstructure Rating	6
59A - Paint Rating	N
60 - Substructure Rating	6
61 - Channel Rating	7
62 - Culvert Rating	N

Navigation Data

38 - Navigation Control	0
39 - Vertical Clearance	0
40 - Horizontal Clearance	0
111 - Pier Protection	
116 - Lift Brgd Vert Clear	

Route Carried By Structure(ON Record)

5A - Record Type	1
5B - Route Signing	5
5C - Level of Service	0
5D - Route Number	02006
5E - Direction Suffix	0
10L - Best 3m Unclr-Lt	0 0
10R - Best 3m Unclr-Rt	99 99
PR Number	
Control Section	
11 - Mile Point	0
12 - Base Highway Network	0
13 - LRS Route-Subroute	0000014285 08
19 - Detour Length	2
20 - Toll Facility	3
26 - Functional Class	16
28A - Lanes On	4
29 - ADT	16944
30 - Year of ADT	2007
32 - Appr Roadway Width	52.2
32A/B - Ap Pvt Type/Width	5 52
42A - Service Type On	5
47L - Left Horizontal Clear	0.0
47R - Right Horizontal Clear	54.8
53 - Min Vert Clr Ov Deck	99 99
100 - STRAHNET	0
102 - Traffic Direct	2
109 - Truck %	5
110 - Truck Network	0
114 - Future ADT	22875
115 - Year Future ADT	2010
Freeway	0

Structure Appraisal

36A - Bridge Railing	1
36B - Rail Transition	1
36C - Approach Rail	0
36D - Rail Termination	0
67 - Structure Evaluation	6
68 - Deck Geometry	5
69 - Underclearance	N
71 - Waterway Adequacy	8
72 - Approach Alignment	8
103 - Temporary Structure	
113 - Scour Criticality	3

Miscellaneous

37 - Historical Significance	5
98A - Border Bridge State	
98B - Border Bridge %	
101 - Parallel Structure	N
EPA ID	
Stay in Place Forms	
143 - Pin & Hanger Code	
148 - No. of Pin & Hangers	

Route Under Structure (UNDER Record)

5A - Record Type	
5B - Route Signing	
5C - Level of Service	
5D - Route Number	
5E - Direction Suffix	
10L - Best 3m Unclr-Lt	
10R - Best 3m Unclr-Rt	
PR Number	
Control Section	
11 - Mile Point	
12 - Base Highway Network	
13 - LRS Route-Subroute	
19 - Detour Length	
20 - Toll Facility	
26 - Functional Class	
28B - Lanes Under	
29 - ADT	
30 - Year of ADT	
42B - Service Type Under	5
47L - Left Horizontal Clear	
47R - Right Horizontal Clear	
54A - Left Feature	
54B - Left Underclearance	99 99
54C - Right Feature	
54D - Right Clearance	99 99
Under Clearance Year	
55A - Reference Feature	N
55B - Right Horiz Clearance	99.9
56 - Left Horiz Clearance	0
100 - STRAHNET	
102 - Traffic Direct	
109 - Truck %	
110 - Truck Network	
114 - Future ADT	
115 - Year Future ADT	
Freeway	

Proposed Improvements

75 - Type of Work	
76 - Length of Improvement	
94 - Bridge Cost	
95 - Roadway Cost	
96 - Total Cost	
97 - Year of Cost Estimate	

Load Rating and Posting

31 - Design Load	6
41 - Open, Posted, Closed	A
63 - Fed Oper Rtg Method	6
64F - Fed Oper Rtg Load	2.03
64MA - Mich Oper Rtg Method	6
64MB - Mich Oper Rtg	1.16
64MC - Mich Oper Truck	18
65 - Inv Rtg Method	6
66 - Inventory Load	1.21
70 - Posting	5
141 - Posted Loading	
193 - Overload Class	

MICHIGAN DEPARTMENT OF TRANSPORTATION

STR 11088

WORK RECOMMENDATIONS

Facility	Latitude / Longitude	MDOT Structure ID	Structure Condition	
FACTORY STREET	42.2348 / -83.6077	814747800011B01	Fair Condition(5)	
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University(6) / Washtenaw(81)	5 Prestressed Concrete / 05 Box Bm/Gird- Multiple	08/28/2019 / 1F7A	3 SC - Unstable	

WORK RECOMMENDATIONS

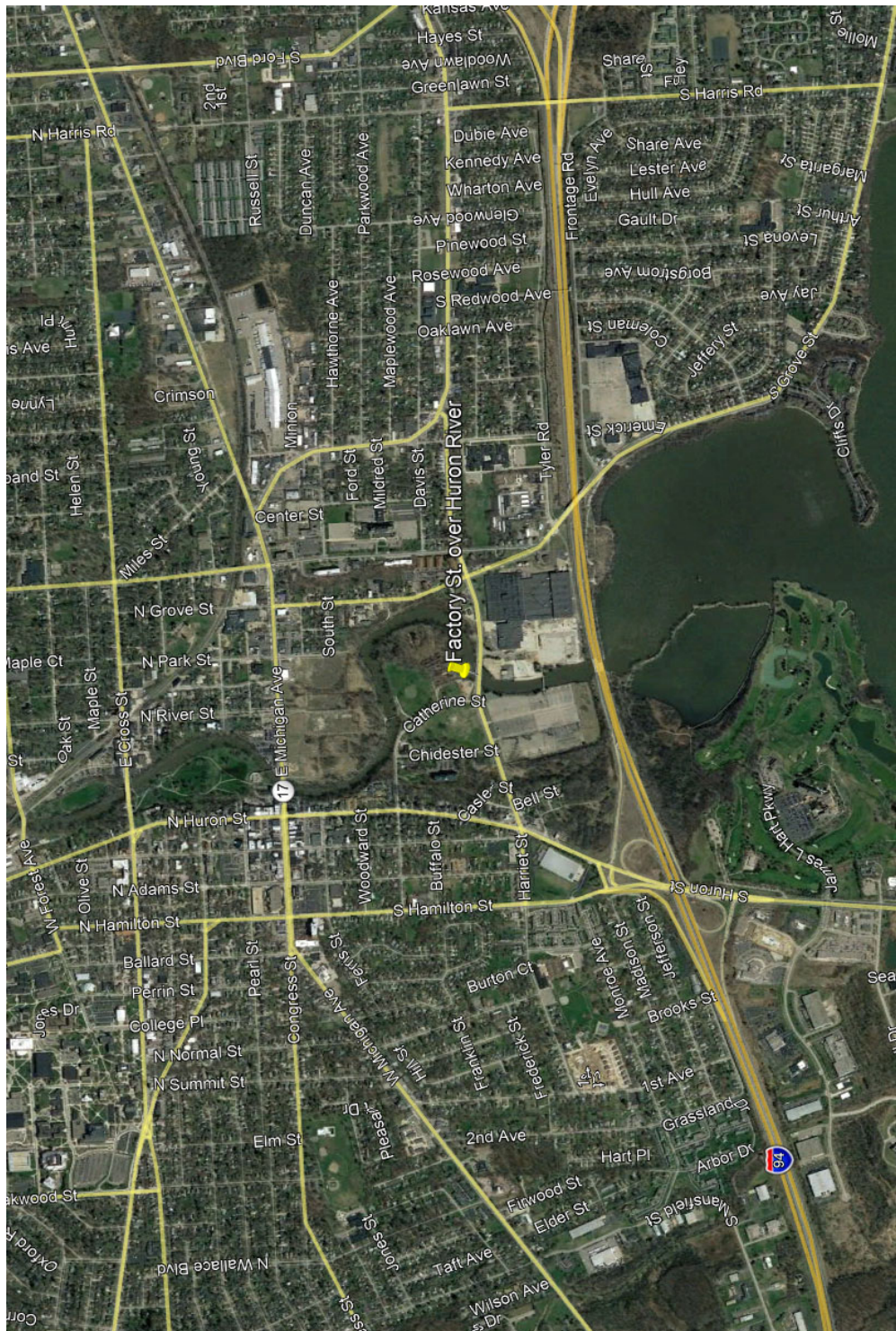
1F7A

Inspector Name	Agency / Company Name	Insp. Freq.	Insp. Date
Adam Rychwalski	Orchard, Hiltz & McCliment Inc	24	08/28/2019

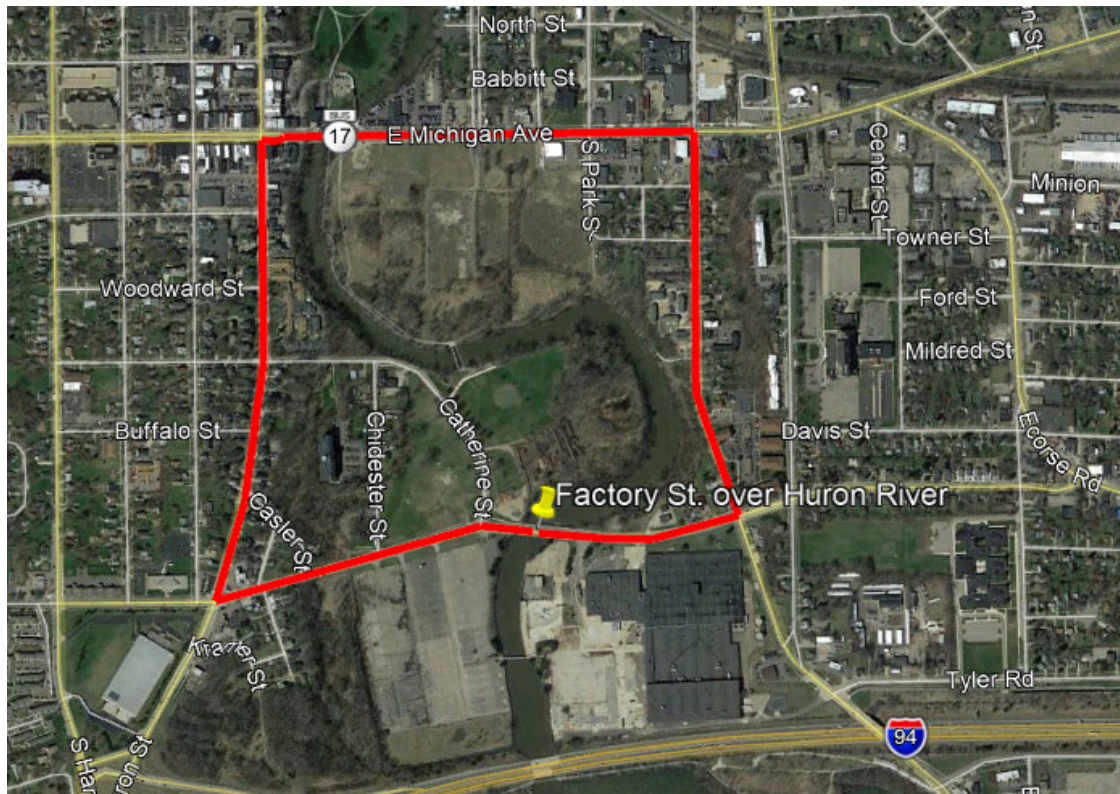
RECOMMENDATIONS & ACTION ITEMS

Recommendation Type	Priority	Description
Deck Patching	H	Seal cracks in MHA pavement on deck and approaches. Repair sidewalk spalls

2a. Situation Map



2b. Detour Map



Factory/Spring St. to Huron St.
Huron St. to Michigan Ave.
Michigan Ave. to Grove St.
Grove St. to Factory/Spring St.

Detour Length: 2.0 Miles

3. Photographs



Fascia



Surface



East Reference Line



Expansion Joint



Sidewalk Spalling



Sidewalk Spalling



Stringer



Pier



Abutment East

4. Application Requirements for Factory/Spring Street over the Huron River

A. Local Agency Contact Person

Ron Akers
Director of Public Services
(734) 483-1421

B. The purpose of this application is for the preventative maintenance of the bridge carrying Factory/Spring Street over the Huron River. Funding requested for removal and replacement of HMA surface and waterproofing membrane, concrete sidewalk patching and approach work.

C. Economic Importance of the Structure

This structure is located approximately 0.25 miles north of I-94 and 4.0 miles east of US-23 in Ypsilanti, MI. The area surrounding the structure is predominately residential. Factory/Spring St. is an east-west road. This portion of Factory/Spring St. is the northern residential route around Ford Lake. The next bridge to cross the Huron River to the north of Ford Lake is over 0.5 miles away.

This structure lies between Huron Street, a one-way northbound road, and Grove Road which is a two way north-south road. Factory/Spring Street provides access for people coming off I-94 and needing access east of Huron River. To bypass this Factory Street crossing means heading up to Michigan Avenue which is a longer route with more congestion. Perry Elementary is 0.7 miles east of the crossing and Washtenaw International High School is 0.5 miles west of the crossing. This crossing provides access for students and busses to these schools. There are two medical clinics just east of Grove Road near Factory Street which see patients that come off Huron Street and head east on Factory Street for the most direct route. The Huron River is a wide river throughout the City of Ypsilanti and there are only a few crossings. Closing any of the crossings will increase traffic at the other bridges and cause user delay.

The City is working hard to manage their assets, to ensure they can provide the right fixes at the right time, which ultimately saves money for not only the county but the taxpayers in general. By doing preventative maintenance on this structure now it will be an economic repair that will extend the life of the structure for several years and prevent more costly repairs.

The existing bridge is a side-by-side prestressed concrete box beam and is currently in fair condition. The HMA that makes up the bridge deck is cracking between the prestressed beams. These cracks are currently open and unsealed. The widest of these is a crack at the centerline of the bridge and contains some potholes. These cracks allow water to penetrate the deck

surface and potentially enter the beams below. The north and south sidewalks along this bridge are also in need of repair. There is a large surface spall in the north sidewalk near the west pier of the center span and several other spalls that have exposed rebar and crumbling concrete. This is a potential hazard to any pedestrians crossing the bridge, particularly students who may be walking to school. To increase the life of the structure, it would be beneficial remove and replace the HMA surface, including a waterproofing membrane. The cracks are wide enough that it not expected that sealing the cracks will provide the same benefit as a new HMA surface. The spalls in the sidewalk should also be patched which will help prevent further water damage to the bridge and eliminate that hazard to pedestrians.

Often preventative maintenance work is small in nature and bid prices are higher than average. Combining multiple bridges, with the same or similar fixes, in the same general area can help reduce bid prices slightly. The structures at Factory/Spring St, and Leforge St. both require preventative maintenance and are within 1.7 miles of each other making them perfect candidates to group together.

D. If there is a current detour, what does it affect?

Currently the bridge is open to traffic and there is no detour.

E. If the structure were to be closed, what would the detour affect?

If the structure were to be closed, the detour would affect the residents in the area. Factory/Spring Street is one of only a few crossings of the Huron River in the area and closing it will increase volumes of traffic on the surrounding roadways. The school system, with its already tight budget, will have cost increases because of the need to reroute its busses.

F. The structure is not currently closed.

G. Maintenance of the Structure

An HMA overlay with waterproofing was placed on the structure in 2011.

5. Estimated Rehabilitation Costs

<u>Epoxy Overlay</u>	
A. Approach Construction	\$ 106,000.00
B. Structure Construction	\$ 260,000.00
Total (A & B)	\$ 366,000.00

For a breakdown of Construction costs, see Appendix A.

6. Priority List

- 1. Multiple PM**
 - 1. Leforge Street over Huron River**
 - 2. Factory Street over Huron River**

7. Resolution

The resolution is attached in Appendix B.

8. Previous Applications

It is understood that all previous applications have been discarded and that this application will be used to select funding.

APPENDIX A

Exhibit 4 - Cost Estimating Worksheet

2021		BRIDGE COST ESTIMATE WORKSHEET				REV. 01/28/2021	
OWNER: YPSILANTI		FISCAL YEAR: 2025		DATE: 2/26/2021		ENGINEER: KSO	
REGION: University		LENGTH: 226.0		Out to Out WIDTH: 71.9		Curb to Curb WIDTH: 54.8	
TSC: Brighton		PR: #N/A MP: #N/A		STRUCTURE ID: 11088		BRIDGE ID: N/A	
LOCATION: FACTORY STREET over HURON RIVER				DECK AREA: 16,249 SFT		STR. TYPE: Prestressed Concrete	
PRIMARY WORK ACTIVITY: HMA surface replacement				CLEAR ROADWAY: 12,385 SFT		Box Beam or Girders - Mu	
OTHER WORK: Sidewalk patching							
WORK ACTIVITY		QUANTITY		UNIT		UNIT COST	
(increase deck area based on design standards and hydraulic requirements)							
NEW BRIDGE							
Single or Multiple Spans, Grade Separation		(add demo, approach, MOT)		SFT		\$235.00/SFT	
Single Span, Over Water		Length < 100ft (add demo, approach, MOT)		SFT		\$350.00/SFT	
Multiple Spans, Over Water		Length > 100ft (add demo, approach, MOT)		SFT		\$300.00/SFT	
Precast Culvert		Length < 40ft (add demo, approach, MOT)		SFT		\$350.00/SFT	
NEW SUPERSTRUCTURE							
New Superstructure, Grade Separation		(incl. remove exist deck/super; add MOT & approach)		SFT		\$195.00/SFT	
New Superstructure, Over Water		(incl. remove exist deck/super; add MOT & approach)		SFT		\$230.00/SFT	
WIDENING							
Structure Widening, _____ ft		(incl. deck/super/sub widening, add approach transition)		SFT		\$350.00/SFT	
NEW DECK							
New Bridge Deck & Barrier		(incl. remove exist deck/railing, add approach, MOT)		SFT		\$85.00/SFT	
DEMOLITION							
Entire Structure, Grade Separation				SFT		\$38.00/SFT	
Entire Structure, Over Water				SFT		\$46.00/SFT	
DECK REPAIR / TREATMENTS							
Bridge Railing Replacement		(incl. removal and replacement)		FT		\$460.00/FT	
Concrete Brush Block / Curb Patch		(incl. hand chipping and formwork)		FT		\$24.00/FT	
Concrete Barrier Patch		(incl. hand chipping and formwork)		SFT		\$70.00/SFT	
Concrete Deck Patch		(incl. hand chipping)		SFT		\$40.00/SFT	
Deep Overlay		(incl. joint repl & hydro)		SFT		\$37.00/SFT	
Epoxy Overlay		(incl. warranty)		SYD		\$30.00/SYD	
Expansion Joint Gland Replacement		(remove and replace elastomeric gland)		FT		\$115.00/FT	
Expansion Joint Replacement		(incl. removal)		FT		\$700.00/FT	
Full Depth Patch				SFT		\$77.00/SFT	
Healer / Sealer		(penetrates cracks in bridge deck)		SYD		\$15.00/SYD	
HMA Overlay with WP membrane				SYD		\$60.00/SYD	
Overlay Removal		(Epoxy: \$22/syd Latex: \$26/syd HMA: \$7/syd)		SYD		\$22.00/SYD	
Reseal Bridge Joints				FT		\$18.00/FT	
Shallow Overlay		(incl. joint repl & hydro)		SFT		\$35.00/SFT	
SUPERSTRUCTURE REPAIR							
Bearing Realignment / Replacement		(incl. temporary supports)		EA		\$5,100.00/EA	
Heat Straightening		(incl. clean and coat)		EA		\$45,000.00/EA	
Pack Rust Repair		(greater than 3/8" separation)		FT		\$560.00/FT	
Paint - Complete		(incl. clean & coat)		SFT		\$30.00/SFT	
Paint - Partial / Spot / Zone		(incl. clean & coat - \$20k minimum)		SFT		\$60.00/SFT	
PCI Beam End Blockout		(incl. temporary supports)		EA		\$7,200.00/EA	
Pin & Hanger Replacement		(incl. temporary supports)		EA		\$10,000.00/EA	
Structural Steel Repair		(based on 6ft repair length)		EA		\$3,000.00/EA	
Structural Steel Repair - Stiffener		(includes each side of beam)		EA		\$1,200.00/EA	
SUBSTRUCTURE REPAIR							
Substructure Patching		(measured x 2) replace if repair area > 30%		CFT		\$300.00/CFT	
Substructure Replacement		(incl. temporary supports, excavation)		CFT		\$335.00/CFT	
Substructure Horizontal Surface Sealer				SYD		\$75.00/SYD	
Temporary Supports		(add Structural Steel Repair - Stiffener for ea steel beam)		EA		\$2,500.00/EA	
MISCELLANEOUS							
Articulating Concrete Block System (ACB)				SYD		\$200.00/SYD	
Concrete Surface Coating				SYD		\$28.00/SYD	
Culvert Cleanout				FT		\$125.00/FT	
Epoxy Crack Injection		(structural crack repair)		FT		\$70.00/FT	
Metal Mesh Panels		(48" width, max 6'-6" length)		SFT		\$26.00/SFT	
Pressure Relief Joint		(use when approach concrete roadway exceeds 1,000ft)		FT		\$110.00/FT	
Riprap		(assume 10ft distance around perimeter of substructure)		SYD		\$213.00/SYD	
Silane Treatment		(penetrating sealer for concrete surfaces)		SFT		\$7.00/SFT	
Slope Protection Repairs				SYD		\$100.00/SYD	
HMA patching and crack sealing				LSUM		LSUM	
Other							
STRUCTURE CONSTRUCTION BUDGET						\$180,639	
ROAD WORK							
Approach Pavement, 12" RC		(incl. removal; add curb, gutter, guardrail) 20' ea. end		242.2 SYD		\$180.00/SYD	
Approach Curb & Gutter		(incl. removal) 20' ea. quadrant		FT		\$56.00/FT	
Guardrail Anchorage to Bridge		(each quadrant)		EA		\$1,900.00/EA	
Guardrail		(incl. removal) < 200ft beyond reference line		FT		\$30.00/FT	
Guardrail Terminal		(each quadrant)		EA		\$2,600.00/EA	
Roadway Approach Work		(beyond approach pavement)		LSUM		LSUM	
Utilities				LSUM		LSUM	
TRAFFIC CONTROL		Unit Cost to be determined by Region or TSC Traffic & Safety					
Part Width Construction				LSUM		LSUM	
Crossovers				EA		\$300,000.00/EA	
Temporary Traffic Signals				set		\$25,000.00/set	
RR Flagging				LSUM		LSUM	
Detour		1.0		LSUM		\$30,000.00/LSUM	
RELATED ROAD/TRAFFIC CONSTRUCTION BUDGET						\$73,600	
CONTINGENCY		(10% - 20%) (use higher contingency for small projects)		20 %		\$254,000.00	
MOBILIZATION		(estimate at 10%)		10 %		\$305,000.00	
INFLATION		(assume 3% per year, beginning in 2022)		9 %		\$336,000.00	
TOTAL CONSTRUCTION BUDGET						\$366,000	

(Does not include PE or CE)

APPENDIX B

MICHIGAN DEPARTMENT OF TRANSPORTATION

STR 11091

BRIDGE SAFETY INSPECTION REPORT

Facility	Latitude / Longitude	MDOT Structure ID	Structure Condition	
LEFORGE STREET	42.2557 / -83.6222	814747800081B04	Fair Condition(5)	
Feature	Length / Width / Spans	Owner		
HURON RIVER	218.8 / 72.2 / 3	City: YPSILANTI(7478)		
Location	Built / Recon. / Paint / Ovly.	TSC	Operational Status	
IN CITY OF YPSILANTI	1983 / / / 2009	Brighton(3)	P Posted for load(356569)	
Region / County	Material / Design	Last NBI Inspection	Scour Evaluation	
University(6) / Washtenaw(81)	5 Prestressed Concrete / 05 Box Bm/Gird- Multiple	08/28/2019 / U1JP	5 Stable w/in footing	

NBI INSPECTION

U1JP

Inspector Name	Agency / Company Name	Insp. Freq.	Insp. Date
Adam Rychwalski	Orchard, Hiltz & McCliment Inc	24	08/28/2019

GENERAL NOTES

Advanced warnings are in place.

Posted 35, 65, 69 tons.

Weight limit signs in place on both ends of bridge	YES
Weight limit shown on signs at bridge	356569
Required advance warning weight limit signs in place	YES
Weight limit shown on advance warning signs	356569

Frequency Justification Comments (required when Poor Condition and frequency is equal to 24 months)

No poor condition elements.

DECK

	05/17	05/19	08/19	
1. Surface (SIA-58A)	6	6	6	Diagonal cracks at corners. Longitudinal cracks between beams. Hairline surface map cracking throughout. Most cracking at south end and east half of center and north spans. Larger cracks in SB outside lane at south end south span. (08/19) Diagonal cracks at corners. Longitudinal cracks between beams. Hairline surface map cracking throughout. Most cracking at south end and east half of center and north spans. Larger cracks in SB outside lane at south end south span. (05/19) Diagonal cracks at corners. Longitudinal cracks between beams. Hairline surface map cracking throughout. Most cracking at south end and east half of center and north spans. (05/17)
2. Expansion Joints	7	6	6	Debris filled. Sidewalk cover plates are missing on west side joints and missing bolts on east side joints. (08/19) Debris filled. Sidewalk cover plates are missing on west side joints and missing bolts on east side joints. (05/19) Debris filled. (05/17)
3. Other Joints	4	4	4	South end joint completely unsealed up to 2" wide (08/19) South end joint completely unsealed up to 2" wide (05/19) South end joint completely unsealed up to 2" wide (05/17)
4. Railings	7	7	7	Galv. 3 tube rail and steel posts. Surface rust on rails and bolts. (08/19) Galv. 3 tube rail and steel posts. Surface rust on rails and bolts. (05/19) Surface rust on rails and bolts. (05/17)
5. Sidewalks or Curbs	7	7	7	Map cracking and longitudinal cracking over entire area. Larger longitudinal between beams. Cover plates are missing on west side joints and missing bolts on east side joints. (08/19) Map cracking and longitudinal cracking over entire area. Larger longitudinal between beams. Cover plates are missing on west side joints and missing bolts on east side joints. (05/19) Map cracking and longitudinal cracking over entire area. Larger longitudinal between beams. Cover plates are missing or missing bolts on west side S & N joints and on east side S & N joints. (05/17)
6. Deck Bottom Surface (SIA-58B)	N	N	N	Adjacent box beams (08/19) Adjacent box beams (05/19) Adjacent box beams (05/17)

Printed on 03/01/2021

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MICHIGAN DEPARTMENT OF TRANSPORTATION

STR 11091

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Region / County	Material / Design	Last NBI Inspection	Scour Evaluation	
University(6) / Washtenaw(81)	5 Prestressed Concrete / 05 Box Bm/Gird- Multiple	08/28/2019 / U1JP	5 Stable w/in footing	

7. Deck (SIA-58) 6 6 6 No structural deck. Rating based on surface. (08/19)
 No structural deck. Rating based on surface. (05/19)
 No structural deck. Rating based on surface. (05/17)

8. Drainage No problems noted. (08/19)
 No problems noted. (05/19)
 No problems noted. (05/17)

SUPERSTRUCTURE

05/17 05/19 08/19

9. Stringer (SIA-59) 5 5 5 South span - There is a spall in bm 7W and bm 7E has a large crack located approx 1/3 beam width from the corner of the beam. Several beams have hairling longitudinal cracks. There area stalactites and leaching is very prevelant and occurs between nearly all the beams and at several of the weep hole locations in all spans. There are cracks on the fascia beam webs in all spans. Beam 8E has 2 separate areas of delamination approximately 10' long. Beam 11E has a spall from S 1/4 span to midspan with 2 broken strands. North span - Beam 7E north span spall from N 1/4 to midspan with 3 broken strands. Beams 6, 9, & 12 E have corner spalling (08/19)
 South span - There is a spall in bm 7W and bm 7E has a large crack located approx 1/3 beam width from the corner of the beam. Several beams have hairling longitudinal cracks. There area stalactites and leaching is very prevelant and occurs between nearly all the beams and at several of the weep hole locations in all spans. There are cracks on the fascia beam webs in all spans. Beam 8E has 2 separate areas of delamination approximately 10' long. Beam 11E has a spall from S 1/4 span to midspan with 2 broken strands. North span - Beam 7E north span spall from N 1/4 to midspan with 3 broken strands. Beams 6, 9, & 12 E have corner spalling (05/19)
 There is a spall in bm 7W and bm 7E has a large crack located approx 1/3 beam width from the corner of the beam. Several beams have hairling longitudinal cracks. There area stalactites and leaching is very prevelant and occurs between nearly all the beams and at several of the weep hole locations in all spans. There are cracks on the fascia beam webs in all spans. Beam 8E has 2 separate areas of delamination approximately 10' long. Beam 11E has a spall from S 1/4 span to midspan with 2 broken strands. Beam 7E north span spall from N 1/4 to midspan with 3 broken strands. Beams 6, 9, & 12 E have corner spalling (05/17)

10. Paint (SIA-59A) N N N (08/19)
 (05/19)
 (05/17)

11. Section Loss N 2 2 Broken strands in box beams. (08/19)
 Broken strands in box beams. (05/19)
 (05/17)

12. Bearings 7 7 7 No problems noted. (08/19)
 No problems noted. (05/19)
 No problems noted. (05/17)

SUBSTRUCTURE

05/17 05/19 08/19

13. Abutments (SIA-60) 6 6 6 A few vertical cracks. Delamination on south abutment under west 3 beams. Delamination under a few beams on north abutment (08/19)
 A few vertical cracks. Delamination on south abutment under west 3 beams. Delamination under a few beams on north abutment (05/19)
 A few vertical cracks. Delamination on south abutment under west 3 beams. Delamination under a few beams on north abutment (05/17)

14. Piers (SIA-60) 6 6 6 Solid wall piers. Spalling along waterline with pile and rebar exposed in several isolated locations. (08/19)
 Solid wall piers. High water during inspection in 2019. Spalling below waterline with plate or pile exposed noted in 2017. (05/19)
 Spalling below waterline with plate or pile exposed. (05/17)

MICHIGAN DEPARTMENT OF TRANSPORTATION

STR 11091

BRIDGE SAFETY INSPECTION REPORT

Facility	Latitude / Longitude	MDOT Structure ID	Structure Condition	
LEFORGE STREET	42.2557 / -83.6222	814747800081B04	Fair Condition(5)	
Feature	Length / Width / Spans	Owner		
HURON RIVER	218.8 / 72.2 / 3	City: YPSILANTI(7478)		
Location	Built / Recon. / Paint / Ovly.	TSC	Operational Status	
IN CITY OF YPSILANTI	1983 / / / 2009	Brighton(3)	P Posted for load(356569)	
Region / County	Material / Design	Last NBI Inspection	Scour Evaluation	
University(6) / Washtenaw(81)	5 Prestressed Concrete / 05 Box Bm/Gird- Multiple	08/28/2019 / U1JP	5 Stable w/in footing	

15. Slope Protection	7	N	N	(08/19) (05/19) Heavy riprap at both abutments. Heavy riprap along the piers. There is damage of the gabion baskets under the bridge in the NE & NW quads. (05/17)
16. Channel (SIA-61)	7	7	7	Good alignment. Heavy riprap at both abutments. Heavy riprap along the piers. There is damage of the gabion baskets under the bridge in the NE & NW quads. (08/19) Good alignment. Heavy riprap at both abutments. Heavy riprap along the piers. There is damage of the gabion baskets under the bridge in the NE & NW quads. (05/19) Good alignment. No signs of scour. (05/17)
17. Scour Inspection	7	7	7	Stable with heavy armoring in place. (08/19) Stable with heavy armoring in place. (05/19) Stable with heavy armoring in place (05/17)

APPROACH

	05/17	05/19	08/19	
18. Approach Pavement	5	5	5	Longitudinal cracks and transverse cracks in both approaches. South approach has several unsealed wide cracks and potholes. (08/19) Longitudinal cracks and transverse cracks in both approaches. South approach has several unsealed wide cracks and potholes. (05/19) Longitudinal cracks and transverse cracks in both approaches. South approach has several unsealed wide cracks and potholes. (05/17)
19. Approach Shoulders Sidewalks	7	7	7	Settlement at south reference line up to 1". North in good condition. (08/19) Settlement at south reference line up to 1". North in good condition. (05/19) Settlement at south reference line up to 1". North in good condition. (05/17)
20. Approach Slopes				No problems noted. (08/19) No problems noted. (05/19) No problems noted. (05/17)
21. Utilities				Dam upstream. OH over east fascia and crossing north reference line. Gas marker in SW quad. Gas valve box in SE and phone box in SW. Utility poles in the NE & SE. (08/19) Dam upstream. OH over east fascia and crossing north reference line. Gas marker in SW quad. Gas valve box in SE and phone box in SW. Utility poles in the NE & SE. (05/19) Dam upstream. OH over east fascia and crossing north reference line. Gas marker in SW quad. Gas valve box in SE and phone box in SW. Utility poles in the NE & SE. (05/17)
22. Drainage Culverts				48" CMP in NE quad. End 3-4' has been eroded under it. Problems not affecting the bridge. (08/19) 48" CMP in NE quad. End 3-4' has been eroded under it. Problems not affecting the bridge. (05/19) 48" CMP in NE quad. End 3-4' has been eroded under it. Problems not affecting the bridge. (05/17)

MISCELLANEOUS

Guard Rail		Other Items	
<u>Item</u>	<u>Rating</u>	<u>Item</u>	<u>Rating</u>
36A. Bridge Railings	0	71. Water Adequacy	8
36B. Transitions	1	72. Approach Alignment	8
36C. Approach Guardrail	1	Temporary Support	0 No Temporary Supports
36D. Approach Guardrail Ends	1	High Load Hit (M)	No
		Special Insp. Equipment	2
		Underwater Insp. Method	1
False Decking (Timber) Removed to Complete Inspection		N/A - No False Decking	

Critical Feature Inspections (SIA-92)

Printed on 03/01/2021

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IN CITY OF YPSILANTI	1983 / / / 2009	Brighton(3)	P Posted for load(356569)	
Region / County	Material / Design	Last NBI Inspection	Scour Evaluation	
University(6) / Washtenaw(81)	5 Prestressed Concrete / 05 Box Bm/Gird- Multiple	08/28/2019 / U1JP	5 Stable w/in footing	

Freq

Date

92A. Fracture Critical

92B. Underwater

92C. Other Special

92D. Fatigue Sensitive

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STRUCTURE INVENTORY AND APPRAISAL

Facility	Latitude / Longitude	MDOT Structure ID	Structure Condition
LEFORGE STREET	42.2557 / -83.6222	814747800081B04	Fair Condition(5)
Feature	Length / Width / Spans	Owner	
HURON RIVER	218.8 / 72.2 / 3	City: YPSILANTI(7478)	
Location	Built / Recon. / Paint / Ovly.	TSC	Operational Status
IN CITY OF YPSILANTI	1983 / / / 2009	Brighton(3)	P Posted for load(356569)
Region / County	Material / Design	Last NBI Inspection	Scour Evaluation
University(6) / Washtenaw(81)	5 Prestressed Concrete / 05 Box Bm/Gird- Multiple	08/28/2019 / U1JP	5 Stable w/in footing



Bridge History, Type, Materials

27 - Year Built	1983
106 - Year Reconstructed	
202 - Year Painted	
203 - Year Overlay	2009
43 - Main Span Bridge Type	5 05
44 - Appr Span Bridge Type	
77 - Steel Type	0
78 - Paint Type	0
79 - Rail Type	4
80 - Post Type	0
107 - Deck Type	1
108A - Wearing Surface	3
108B - Membrane	0
108C - Deck Protection	0

Structure Dimensions

34 - Skew	14
35 - Struct Flared	0
45 - Num Main Spans	3
46 - Num Apprs Spans	0
48 - Max Span Length	72.8
49 - Structure Length	218.8
50A - Width Left Curb/SW	8.5
50B - Width Right Curb/SW	8.5
33 - Median	0
51 - Width Curb to Curb	52.2
52 - Width Out to Out	72.2
112 - NBIS Length	Y

Inspection Data

90 - Inspection Date	08/28/2019
91 - Inspection Freq	24
92A - Frac Crit Req/Freq	N
93A - Frac Crit Insp Date	
92B - Und Water Req/Freq	N
93B - Und Water Insp Date	
92C - Oth Spec Insp Req/Freq	N
93C - Oth Spec Insp Date	
92D - Fatigue Req/Freq	N
93D - Fatigue Insp Date	
176A - Und Water Insp Method	1
58 - Deck Rating	6
58A/B - Deck Surface/Bottom	6 N
59 - Superstructure Rating	5
59A - Paint Rating	N
60 - Substructure Rating	6
61 - Channel Rating	7
62 - Culvert Rating	N

Navigation Data

38 - Navigation Control	0
39 - Vertical Clearance	0
40 - Horizontal Clearance	0
111 - Pier Protection	
116 - Lift Brgd Vert Clear	

Route Carried By Structure(ON Record)

5A - Record Type	1
5B - Route Signing	5
5C - Level of Service	0
5D - Route Number	02006
5E - Direction Suffix	0
10L - Best 3m Unclr-Lt	0 0
10R - Best 3m Unclr-Rt	99 99
PR Number	
Control Section	
11 - Mile Point	0
12 - Base Highway Network	0
13 - LRS Route-Subroute	0000014358 09
19 - Detour Length	2
20 - Toll Facility	3
26 - Functional Class	17
28A - Lanes On	4
29 - ADT	8558
30 - Year of ADT	1997
32 - Appr Roadway Width	52.2
32A/B - Ap Pvt Type/Width	5 52
42A - Service Type On	1
47L - Left Horizontal Clear	0.0
47R - Right Horizontal Clear	69.2
53 - Min Vert Clr Ov Deck	99 99
100 - STRAHNET	0
102 - Traffic Direct	2
109 - Truck %	0
110 - Truck Network	0
114 - Future ADT	12400
115 - Year Future ADT	2010
Freeway	0

Structure Appraisal

36A - Bridge Railing	0
36B - Rail Transition	1
36C - Approach Rail	1
36D - Rail Termination	1
67 - Structure Evaluation	5
68 - Deck Geometry	4
69 - Underclearance	N
71 - Waterway Adequacy	8
72 - Approach Alignment	8
103 - Temporary Structure	
113 - Scour Criticality	5

Miscellaneous

37 - Historical Significance	5
98A - Border Bridge State	
98B - Border Bridge %	
101 - Parallel Structure	N
EPA ID	
Stay in Place Forms	
143 - Pin & Hanger Code	0
148 - No. of Pin & Hangers	0

Route Under Structure (UNDER Record)

5A - Record Type	
5B - Route Signing	
5C - Level of Service	
5D - Route Number	
5E - Direction Suffix	
10L - Best 3m Unclr-Lt	
10R - Best 3m Unclr-Rt	
PR Number	
Control Section	
11 - Mile Point	
12 - Base Highway Network	
13 - LRS Route-Subroute	
19 - Detour Length	
20 - Toll Facility	
26 - Functional Class	
28B - Lanes Under	
29 - ADT	
30 - Year of ADT	
42B - Service Type Under	5
47L - Left Horizontal Clear	
47R - Right Horizontal Clear	
54A - Left Feature	
54B - Left Underclearance	99 99
54C - Right Feature	
54D - Right Clearance	99 99
Under Clearance Year	0
55A - Reference Feature	N
55B - Right Horiz Clearance	99.9
56 - Left Horiz Clearance	0
100 - STRAHNET	
102 - Traffic Direct	
109 - Truck %	
110 - Truck Network	
114 - Future ADT	
115 - Year Future ADT	
Freeway	

Proposed Improvements

75 - Type of Work	
76 - Length of Improvement	
94 - Bridge Cost	
95 - Roadway Cost	
96 - Total Cost	
97 - Year of Cost Estimate	

Load Rating and Posting

31 - Design Load	6
41 - Open, Posted, Closed	P
63 - Fed Oper Rtg Method	1
64F - Fed Oper Rtg Load	53.5
64MA - Mich Oper Rtg Method	1
64MB - Mich Oper Rtg	65
64MC - Mich Oper Truck	18
65 - Inv Rtg Method	1
66 - Inventory Load	32.1
70 - Posting	3
141 - Posted Loading	356569
193 - Overload Class	N

MICHIGAN DEPARTMENT OF TRANSPORTATION

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WORK RECOMMENDATIONS

Facility	Latitude / Longitude	MDOT Structure ID	Structure Condition	
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WORK RECOMMENDATIONS

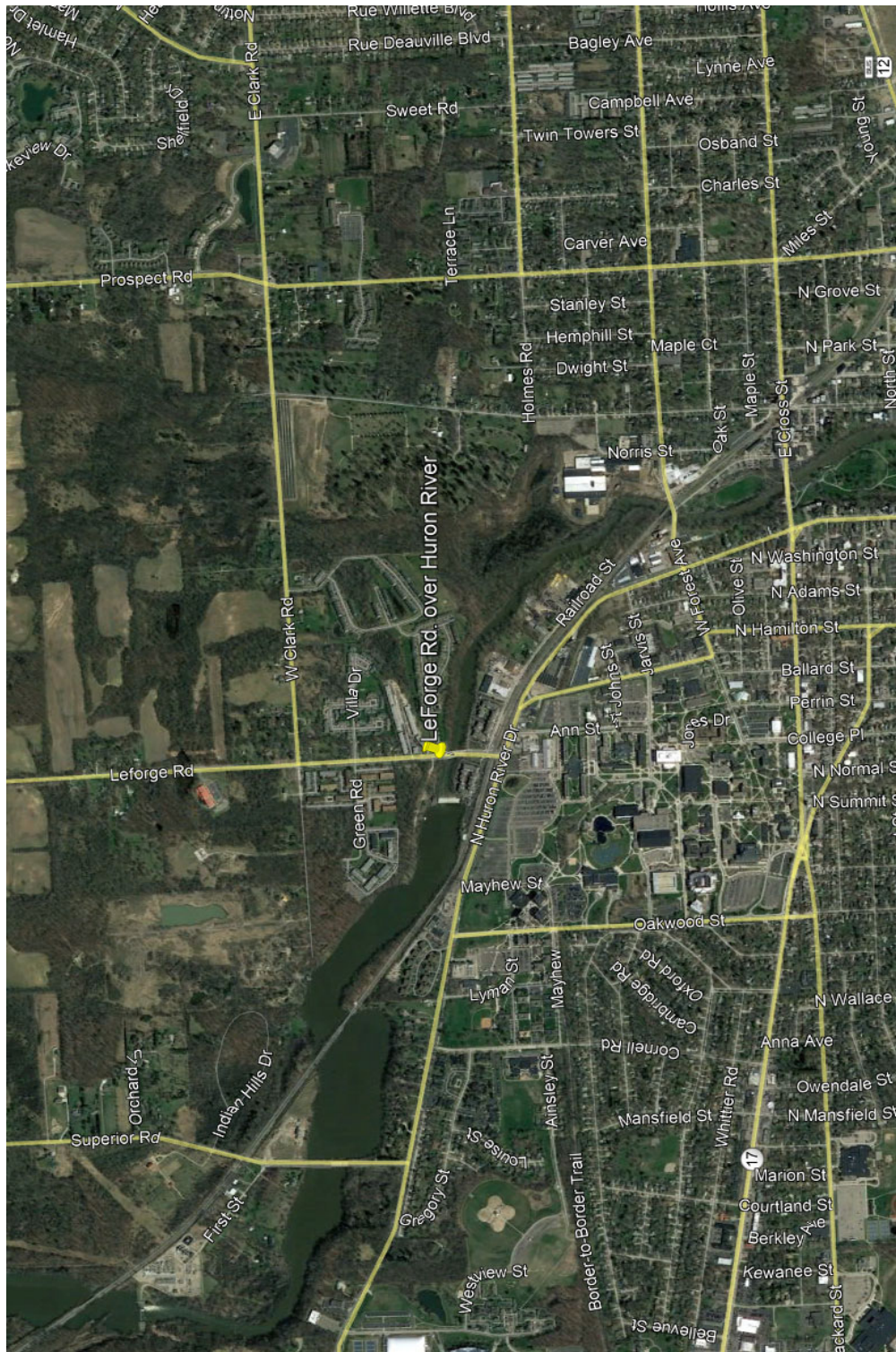
U1JP

Inspector Name	Agency / Company Name	Insp. Freq.	Insp. Date
Adam Rychwalski	Orchard, Hiltz & McCliment Inc	24	08/28/2019

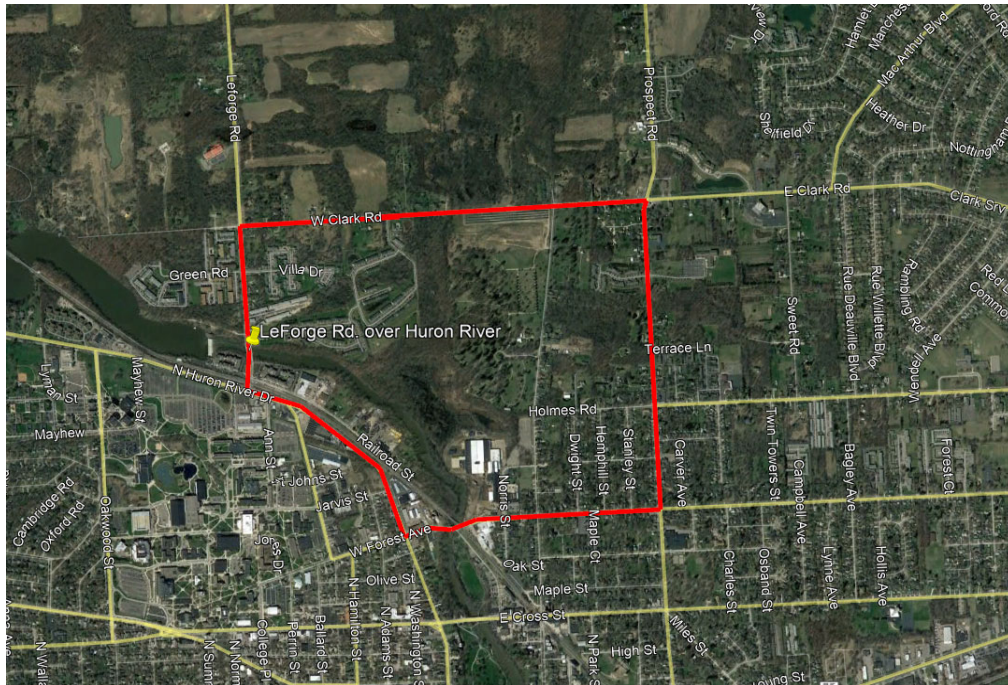
RECOMMENDATIONS & ACTION ITEMS

Recommendation Type	Priority	Description
Approach Repair	M	Replace approach pavement
Joint Repair	M	reseal end joints
Shallow Overlay	H	Epoxy overlay
Super Repair	L	blast and seal delaminated beams underneath
Substr Repair	M	Patch abutments

2a. Situation Map



2b. Detour Map



Leforge Rd. to W. Clark Rd.
W. Clark Rd. to Prospect Rd.
Prospect Rd. to W. Forest Ave.
W. Forest Ave. to N. Huron River Dr.
N. Huron River Dr. to Leforge Rd.

Detour Length: 3.5 Miles

3. Photographs



Reference Line South



Surface



Surface Condition



Stringers



Pier Condition



Sidewalk

4. Application Requirements for Leforge Rd. over the Huron River

A. Local Agency Contact Person

Ron Akers
Director of Public Services
(734) 483-1421

B. The purpose of this application is for the preventative maintenance of the bridge carrying Leforge Rd. over the Huron River. Funding requested for epoxy overlay, substructure patching and approach work.

C. Economic Importance of the Structure

This structure is located approximately 1.95 miles north of I-94 and 3.14 miles east of US-23 in Ypsilanti, MI, serves a high volume of vehicles per day and currently has a posted load limit. The area surrounding the structure, is residential and agricultural. Leforge Road is a north-south road and is one of the few locations to cross the Huron River on the north side of Ypsilanti and is one of the only north-south roads after crossing the river.

This structure lies between Superior Rd., a north-south road, and Forest Ave, an east-west road, when following the path of the river. Leforge Road provides access from a predominantly residential portion of Ypsilanti to the agricultural land to the north. It is one of three north-south bridges that cross the Huron River between US-23 and I-94. Eastern Michigan University is directly to the south of this structure on Huron Dr. The athletic stadiums for Eastern Michigan are also located on Huron drive and are only 1.3 miles to the east of the structure. Just past the stadiums, at the North Hewitt Rd intersection, Huron Drive turns into Clark Road. St. Joseph Mercy Hospital is in the northwest quadrant of this intersection, 1.5 miles from the structure. Washtenaw Community College is located directly to the west of the hospital. Due to the limited number roads that cross the Huron River, this is an important route for Emergency vehicles to access locations north of the Huron River, as well as an important route during sporting events. Closing any of the crossings will increase traffic at the other bridges and cause delays.

The City is working hard to manage their assets, to ensure they can provide the right fixes at the right time, which ultimately saves money for not only the county but the taxpayers in general. By doing preventative maintenance on this structure now it will be an economical repair that will extend the life of the structure for several years and prevent more costly repairs.

The existing bridge is a side-by-side prestressed concrete box beam and is currently in fair condition. The deck cracking across the entire deck surface. There is prevalent leaching and stalactites between nearly all of the beams and at multiple weep locations. There are cracks on the fascia beams on all of the spans, and hairline longitudinal cracks on several beams. Spalling had

occurred at six beam locations at the time of inspection. Two of those locations also have broken prestressed strands. If left alone the leaching will likely continue to deteriorate the substructure causing more spalls and broken strands. To increase the life of the structure, it would be beneficial to patch the apply an epoxy overlay to reduce the amount of water getting to the bridge substructure.

Often preventative maintenance work is small in nature and bid prices are higher than average. Combining multiple bridges, with the same or similar fixes, in the same general area can help reduce bid prices slightly. The structures at Leforge St, and Factory/Spring St. both require preventative maintenance and are within 1.7 miles of each other making them perfect candidates to group together.

D. If there is a current detour, what does it affect?

Currently the bridge is open to traffic and there is no detour.

E. If the structure were to be closed, what would the detour affect?

If the structure were to be closed, the detour would affect the residents in the area. Leforge is one of the few roads crossing the Huron River in the area and closing it will increase volumes of traffic on the surrounding roadways. Emergency vehicles will see delays on account of rerouting and the school system that serves Ypsilanti, with its already tight budget, will have cost increases because of the need to reroute its busses.

F. The structure is not currently closed.

G. Maintenance of the Structure

The deck surface was replaced with new concrete in 2008.

5. Estimated Rehabilitation Costs

Epoxy Overlay

A.	Approach Construction	\$ 83,000.00
B.	Structure Construction	\$ 185,000.00
Total (A & B)		\$ 268,000.00

For a breakdown of Construction costs, see Appendix A.

6. Priority List

1. Multiple PM

- 1. Leforge Street over Huron River**
- 2. Factory Street over Huron River**

7. Resolution

The resolution is attached in Appendix B.

8. Previous Applications

It is understood that all previous applications have been discarded and that this application will be used to select funding.

APPENDIX A

Exhibit 4 - Cost Estimating Worksheet

2021		BRIDGE COST ESTIMATE WORKSHEET - CPM, REHAB, REPLACE -				REV: 01/28/2021
OWNER: YPSILANTI	FISCAL YEAR: 2025	LENGTH: 218.8	Out to Out WIDTH: 72.2	Curb to Curb WIDTH: 52.2	DATE: 2/26/2021	ENGINEER: KSO
REGION: University	PR: #N/A MP: #N/A				STRUCTURE ID: 11091	BRIDGE ID: 814747800081B04
TSC: Brighton	LOCATION: LEFORGE STREET over HURON RIVER				STR. TYPE: Prestressed Concrete	Box Beam or Girders - Mul
PRIMARY WORK ACTIVITY Overlay - Epoxy		DECK AREA: 15,797	SFT			
OTHER WORK: Substructure Patching		CLEAR ROADWAY: 11,421	SFT			

WORK ACTIVITY	Michigan Bridge Design Manual	QUANTITY	UNIT	UNIT COST	TOTAL
NEW BRIDGE (increase deck area based on design standards and hydraulic requirements)					
Single or Multiple Spans, Grade Separation	(add demo, approach, MOT)		SFT	\$235.00/SFT	
Single Span, Over Water	Length < 100ft (add demo, approach, MOT)		SFT	\$350.00/SFT	
Multiple Spans, Over Water	Length > 100ft (add demo, approach, MOT)		SFT	\$300.00/SFT	
Precast Culvert	Length < 40ft (add demo, approach, MOT)		SFT	\$350.00/SFT	
NEW SUPERSTRUCTURE					
New Superstructure, Grade Separation	(incl. remove exist deck/super; add MOT & approach)		SFT	\$195.00/SFT	
New Superstructure, Over Water	(incl. remove exist deck/super; add MOT & approach)		SFT	\$230.00/SFT	
WIDENING					
Structure Widening, _____ ft	(incl. deck/super/sub widening, add approach transition)		SFT	\$350.00/SFT	
NEW DECK					
New Bridge Deck & Barrier	(incl. remove exist deck/railing, add approach, MOT)		SFT	\$85.00/SFT	
DEMOLITION					
Entire Structure, Grade Separation			SFT	\$38.00/SFT	
Entire Structure, Over Water			SFT	\$46.00/SFT	
DECK REPAIR / TREATMENTS					
Bridge Railing Replacement	(incl. removal and replacement)		FT	\$460.00/FT	
Concrete Brush Block / Curb Patch	(incl. hand chipping and formwork)	50.0	FT	\$24.00/FT	\$1,200
Concrete Barrier Patch	(incl. hand chipping and formwork)		SFT	\$70.00/SFT	
Concrete Deck Patch	(incl. hand chipping)	900.0	SFT	\$40.00/SFT	\$36,000
Deep Overlay	(incl. joint repl & hydro)		SFT	\$37.00/SFT	
Epoxy Overlay	(incl. warranty)	1,269.0	SYD	\$30.00/SYD	\$38,071
Expansion Joint Gland Replacement	(remove and replace elastomeric gland)		FT	\$115.00/FT	
Expansion Joint Replacement	(incl. removal)		FT	\$700.00/FT	
Full Depth Patch			SFT	\$77.00/SFT	
Healer / Sealer	(penetrates cracks in bridge deck)		SYD	\$15.00/SYD	
HMA Overlay with WP membrane			SYD	\$60.00/SYD	
Overlay Removal	(Epoxy: \$22/syd Latex: \$26/syd HMA: \$7/syd)		SYD	\$22.00/SYD	
Reseal Bridge Joints			FT	\$18.00/FT	
Shallow Overlay	(incl. joint repl & hydro)		SFT	\$35.00/SFT	
SUPERSTRUCTURE REPAIR					
Bearing Realignment / Replacement	(incl. temporary supports)		EA	\$5,100.00/EA	
Heat Straightening	(incl. clean and coat)		EA	\$45,000.00/EA	
Pack Rust Repair	(greater than 3/8" separation)		FT	\$550.00/FT	
Paint - Complete	(incl. clean & coat)		SFT	\$30.00/SFT	
Paint - Partial / Spot / Zone	(incl. clean & coat - \$20k minimum)		SFT	\$60.00/SFT	
PCI Beam End Blockout	(incl. temporary supports)		EA	\$7,200.00/EA	
Pin & Hanger Replacement	(incl. temporary supports)		EA	\$10,000.00/EA	
Structural Steel Repair	(based on 6ft repair length)		EA	\$3,000.00/EA	
Structural Steel Repair - Stiffener	(includes each side of beam)		EA	\$1,200.00/EA	
SUBSTRUCTURE REPAIR					
Substructure Patching	(measured x 2) replace if repair area > 30%		CFT	\$300.00/CFT	
Abutment Repair	(measured x 2)	200.0	CFT	\$265.00/CFT	\$53,000
Substructure Replacement	(incl. temporary supports, excavation)		CFT	\$335.00/CFT	
Substructure Horizontal Surface Sealer			SYD	\$75.00/SYD	
Temporary Supports	(add Structural Steel Repair - Stiffener for ea steel beam)		EA	\$2,500.00/EA	
MISCELLANEOUS					
Articulating Concrete Block System (ACB)			SYD	\$200.00/SYD	
Concrete Surface Coating			SYD	\$28.00/SYD	
Culvert Cleanout			FT	\$125.00/FT	
Epoxy Crack Injection	(structural crack repair)		FT	\$70.00/FT	
Metal Mesh Panels	(48" width, max 6'-6" length)		SFT	\$26.00/SFT	
Pressure Relief Joint	(use when approach concrete roadway exceeds 1,000ft)		FT	\$110.00/FT	
Riprap	(assume 10ft distance around perimeter of substructure)		SYD	\$213.00/SYD	
Silane Treatment	(penetrating sealer for concrete surfaces)		SFT	\$7.00/SFT	
Slope Protection Repairs			SYD	\$100.00/SYD	
Other					
STRUCTURE CONSTRUCTION BUDGET					\$128,271
ROAD WORK					
Approach Pavement, 12" RC	(incl. removal; add curb, gutter, guardrail) 20' ea. end		SYD	\$180.00/SYD	
Approach Curb & Gutter	(incl. removal) 20' ea. quadrant		FT	\$56.00/FT	
Guardrail Anchorage to Bridge	(each quadrant)		EA	\$1,900.00/EA	
Guardrail	(incl. removal) < 200ft beyond reference line		FT	\$30.00/FT	
Guardrail Terminal	(each quadrant)		EA	\$2,600.00/EA	
Roadway Approach Work	(beyond approach pavement)		LSUM	LSUM	
Sidewalk Remove & Replace		240.0	SFT	\$11.00/SFT	\$2,640
HMA Approach Replace		2,080.0	SFT	\$15.00/SFT	\$31,200
Utilities			LSUM	LSUM	
TRAFFIC CONTROL Unit Cost to be determined by Region or TSC Traffic & Safety					
Part Width Construction			LSUM	LSUM	
Crossovers			EA	\$300,000.00/EA	
Temporary Traffic Signals			set	\$25,000.00/set	
RR Flagging			LSUM	LSUM	
Detour		1.0	LSUM	\$25,000.00/LSUM	\$25,000
RELATED ROAD/TRAFFIC CONSTRUCTION BUDGET					\$58,840
CONTINGENCY	(10% - 20%) (use higher contingency for small projects)	20	%	\$187,000.00	\$37,000
MOBILIZATION	(estimate at 10%)	10	%	\$224,000.00	\$22,000
INFLATION	(assume 3% per year, beginning in 2022)	9	%	\$246,000.00	\$22,000
TOTAL CONSTRUCTION BUDGET					\$268,000

(Does not include PE or CE)

APPENDIX B



REQUEST FOR LEGISLATION

TO: Mayor and City Council
FROM: Ron Akers
DATE: April 6, 2021
Resolution approving an agreement between the City of Ypsilanti and the Ypsi-Arbor American Little League to install a digital scoreboard in
SUBJECT: Recreation Park.

DESCRIPTION:

Resolution approving an agreement between the City of Ypsilanti and the Ypsi-Arbor American Little League to install a digital scoreboard in Recreation Park.

SUMMARY:

Earlier this year the Ypsi-Arbor American Little League (Little League) reached out to the City and expressed interest in donating and installing a new scoreboard in Recreation Park for one of the baseball fields. The Little League has made improvements to the park in the past with one of the most recent improvement being the installation of a storage building between the two baseball fields. In order to proceed with the installation of the scoreboard, City Attorney Barr has prepared an agreement to memorialize the donation, grant City authorization for and accept the gift, and set out the rights and duties of the City and the Little League. This agreement has been approved to form by the City Attorney and has been agreed to by the Little League.

RECOMMENDED ACTION:

Staff recommends City Council authorize the current City Manager to execute the agreement between the City of Ypsilanti and the Ypsi-Arbor American Little League to install a digital scoreboard in Recreation Park.

ATTACHMENTS: Scoreboard donation agreement, scoreboard manual, scoreboard proof

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: _____

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____



Resolution No. 2021-071
April 6, 2021

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, the Ypsi-Arbor American Little League wishes to donate and install a digital scoreboard in Recreation Park.; and,

WHEREAS, the City of Ypsilanti Parks and Recreation Master Plan identifies, "working with the Little League to continue to provide opportunities for youth baseball, including maintaining and improving the ballfields", as a priority project for Recreation Park; and,

WHEREAS, the City Attorney has prepared an agreement to allow the Ypsi-Arbor American Little League to donate and install the digital scoreboard;

NOW THEREFORE BE IT RESOLVED THAT that the City Council of the City of Ypsilanti authorizes the City Manager to sign the agreement with the Ypsi-Arbor Little League to allow them to install the digital scoreboard.

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 6 day of April 2021

#Resolution No. 2021-071

SCOREBOARD DONATION AGREEMENT

By and Between the Ypsi-Arbor American Little League
And the City of Ypsilanti, Michigan

Now come the parties, the Ypsi-Arbor American Little League, a Michigan 501c(3) with a mailing address at PO Box 981063, Ypsilanti, MI 48198, (Donor) and the City of Ypsilanti (City), a Michigan Home Rule City of 1 South Huron Street, Ypsilanti, MI 481978 (the parties) and agree as follows:

Common Recitals

The Donor organizes Little League baseball and uses a City facility, baseball diamond, in Recreation Park (Park) aka Spires Field for practice and Little League games with the permission of the City. The Donor has made improvements to the Park in the past.

The baseball diamond is in need of a new scoreboard and Donor has secured the funds to design, build and install a new scoreboard (the scoreboard) and desires to gift and donate the scoreboard to the City. This Agreement is to memorialize the donation, grant City authorization for and accept the gift and set out the rights and duties of the parties.

Agreement

1. Donor hereby offers to design, build and install a scoreboard behind the fence on the 1st base side in the Park at no charge to the City.
2. City hereby accepts the offer of gift and approves the construction of the scoreboard on the following terms and conditions.
3. Donor will provide design plans, drawings and specifications (plans) to City for approval.
4. City will review the plans and expeditiously approve the plans when and if the plans meet all City ordinances, codes and requirements.
5. Upon approval of the plans Donor will contract with a suitable contractor to build and install the scoreboard.
6. All construction and installation shall be in a good and first quality basis.
7. Construction work on the scoreboard will commence not later than 30 days after plan approval and be finished on or before the 1st day of July , 2021. This date may be extended by approval of the parties
8. Donor will ensure that all necessary city permits and inspections are obtained.
9. Donor will pay all permit and inspection fees.

10. The Park shall be left in the same (or better) condition as when construction starts and Donor shall fix, repair, sod or replace as necessary to honor this provision.
11. Title to the scoreboard will transfer to the City when the scoreboard is completed and installed and upon final inspection and construction approval by the City building official.
12. All risk of loss and liability for the design, construction, and installation of the scoreboard shall be with the Donor prior to transfer of title to the City.
13. Donor indemnifies and hold the City harmless from liability for any and all claims suits or demands arising or occurring as a result of the planning, construction and installation of the scoreboard.
14. Donor shall obtain and maintain insurance to protect the City and require all contractors to do the same.
15. Donor shall provide City with a completion bond or letter of credit to insure proper completion of the project.
16. Donor agrees to follow and obey all Federal, State and City laws, ordinances, rules and policies.
17. Donor will provide electric hookup at Donor's cost.
18. Donor will agree to pay the City an annual fee equal to the previous year's electrical usage at the DTE service address 1017 N. Congress Shed. This payment shall be paid when the application for special events/park rental is submitted prior to the beginning of the season.
19. Use of the electric will be controlled by Donor, however, the City may use the electricity during emergency situations.
20. Use of the scoreboard will be limited to Ypsi-Arbor American Little League or others with their approval.

Dated: March __, 2021

Ypsi-Arbor American Little League



By: Nicole Wimmert, League President

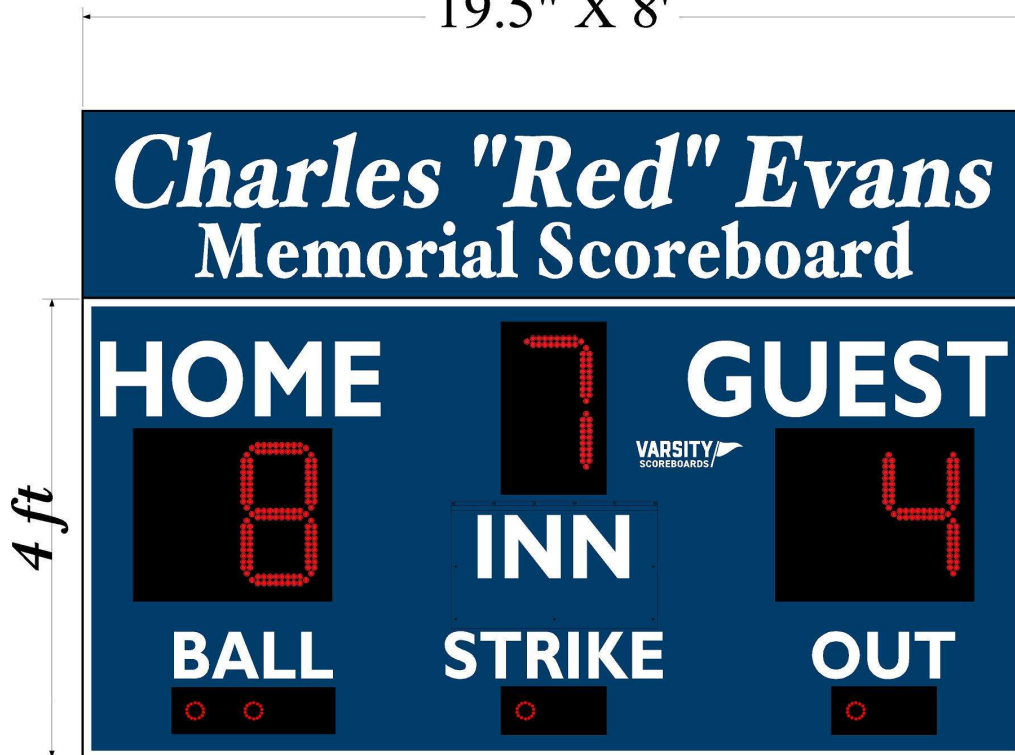
City of Ypsilanti with appreciation

By: Frances McMullan, City Manager

Scoreboard Graphics Authorization

MODEL - 3314
SPONSOR AREA

19.5" X 8'



Graphic Artist's Notes to Customer

None.

Sales Rep Name

Tassie Pace

Sales Rep Email

TassiePace@scoreboard1.com

Customer Name

Approval or Disapproval

☐ Approved ☐ Disapproved

Client Name or Contact

Nicole

Reason for Disapproval (if applicable)

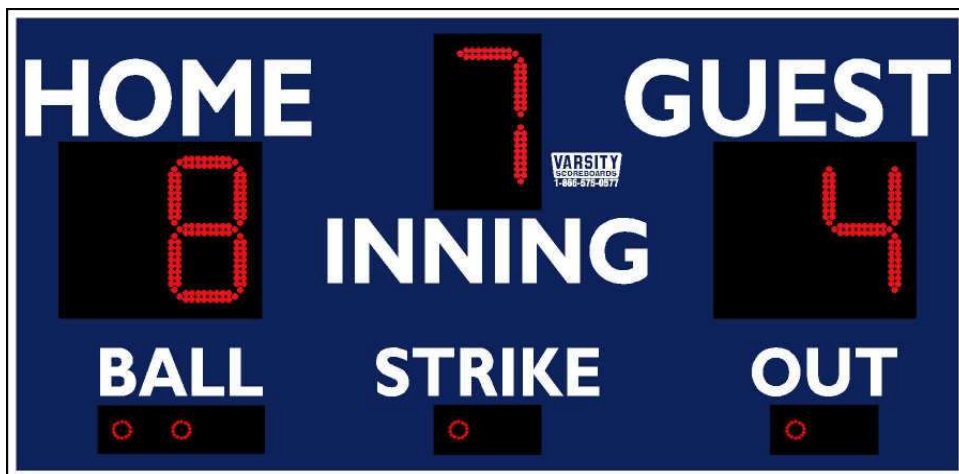
Please review carefully. Changes requested after graphics approval is submitted may result in additional charges.

Colors are for proofing only and may vary on different printers, monitors and finished products.

Submit Response



SCOREBOARD SPECIFICATIONS FOR



MODEL VSBX - 314

www.varsityscoreboards.com

VARSITY SCOREBOARDS
106 Max Hurt Drive
Murray, KY 42071
Phone: 1-866-575-0577 Fax: 270-759-0004



SCOREBOARD SPECIFICATIONS

MODEL VSBX-314

Lead your league with this Baseball/Softball scoreboard! Large 15" high super-bright 100,000-hour rated LED numerals are the largest with the widest viewing angle in the industry and are visible over 300 feet. The 22-gauge galvanized steel cabinet with powder-coat finish means your scoreboard is the most durable on the market and will look brand new for many years! Scoreboard package includes: operator's keyboard, digit protective shields, junction box cover (cable models only), mounting rails and a complete operation, installation, service manual and warranty details are included on the CD shipped with each scoreboard.

OVERALL DIMENSIONS

8.0' wide x 4.0' tall x 8.0" depth

WEIGHT

Hanging weight: 180 lbs

Shipping weight: 280 lbs.

CONSTRUCTION

22-gauge galvanized steel cabinet with powder coat finish for strength, durability, and lasting appearance

POWER REQUIREMENTS

Scoreboard:

(1) 20-amp, 120-volt, 60-hertz, grounded AC circuit connected to an ON/OFF switch and/or circuit breaker

Controller:

Standard hand held controller.

SCORING INFORMATION DISPLAYED

HOME: 2-digit display, 0-99

GUEST: 2-digit display, 0-99

INNING: 1-digit display, 0-9

BALL: 3 – 2.0" dot display

STRIKE: 2 – 2.0" dot display

OUT: 2 – 2.0" dot display

CAPTIONS

HOME and GUEST: 8.0" tall

INNING: 6.75" tall

BALL, STRIKE and OUT: 5.0" tall

Polymeric Calendared Vinyl Lettering

HOME, GUEST, and INNING Displays

15.0" tall, 160° visibility, red, 100,000 hour-rated, outdoor Super-Bright LED (light emitting diode) displays
Impact Resistant Acrylic Protective Digit Shields and Adjustable LED Intensity Included

BALL, STRIKE and OUT Displays

2.0" dot display, 160° visibility, red, 100,000 hour-rated, outdoor Super-Bright LED (light emitting diode) displays

Impact Resistant Acrylic Protective Digit Shields and Adjustable LED Intensity Included

APPROVALS

ETL/CSA listed

Scoreboard: Meets all FCC Class A requirements

900MHz wireless transmitter: FCC Part 15 certified

900MHz wireless receiver: Meets all FCC Part 15 requirements

WARRANTY

This product is warranted against defects in materials and workmanship for the period specified in the warranty from the date of invoice. The complete warranty details are included on the CD shipped with each unit.

SERVICE

Technical Support is available 24 hours a day, 7 days a week @ 1-800-411-3136

INSTALLATION

This model may be installed between (2) 8" OD steel, schedule 40 poles; or (2) 8" I-beams, minimum. Hole depth /diameter as well as pole/concrete specifications must be based on customer's local building codes, soil conditions, and wind loads. Mounting rails are supplied.

Support structure and mounting hardware supplied by installer/others

SCOREBOARD CONTROLLER

Dimensions: 2-1/4" X 1-1/4" tapered height X 6.0" width X 7.0" depth. **Weight:** 1lb.

The hand held controller available with this scoreboard is microprocessor-controlled, molded of high-impact ABS plastic, has a tactile membrane keypad. Options include 900 MHz wireless control and internal battery pack.

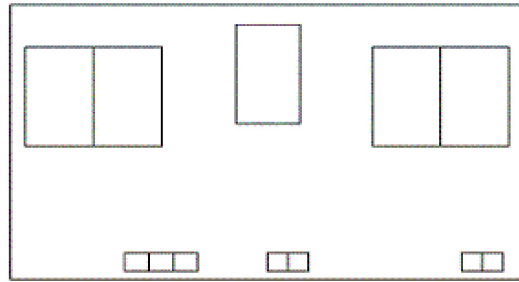
Cable-Controlled System (standard) Includes:

- (1) Hand held controller
- (1) BASEBALL/SOFTBALL keypad insert
- (1) Junction box covers with receptacle (to be installed at scorekeeper's location)
- (1) 20-ft. signal cable (used to connect the keyboard to the junction box receptacle)
- (1) Project-specific length of 4 wire twisted pair, shielded control cable

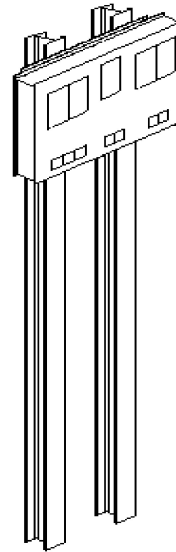
900MHz Wireless built into hand held controller (optional) Includes:

- (1) Hand held controller (internal battery pack – 4 AA batteries)
- (1) BASEBALL/SOFTBALL keypad insert

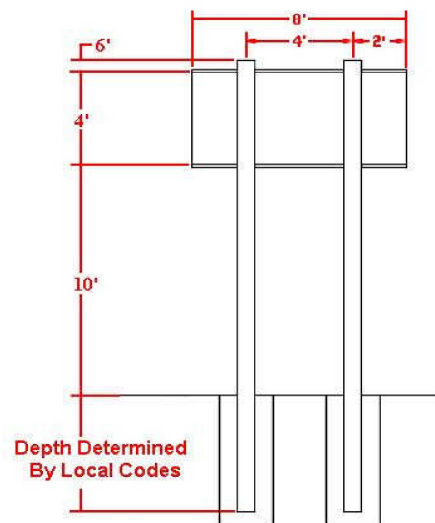
Scoreboard Dimensions:
4.0' tall x 8.0' wide x 8.0" depth



Front View: Mounted



Rear View: Mounted





REQUEST FOR LEGISLATION

TO: Mayor and City Council
FROM: Ron Akers
DATE: April 6, 2021
SUBJECT: Resolution to approve the purchase of a replacement grapple truck

DESCRIPTION:

Resolution to approve the purchase of a replacement grapple 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 grapple truck which is used for quick loading and removal of tree limbs, debris, and various other items. The current grapple truck was originally acquired by the City in 2008 and has been in continuous operation since then. This vehicle is primarily used in our tree removal/trimming efforts and replacement of this vehicle is critical to our operations and important for employee safety.

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 and under normal circumstances we used these groups to build and purchase our municipal vehicles. We recently have come across an opportunity to purchase a demonstration vehicle which meets our needs and provides an approximate savings to the City of \$36,000. The following is the projected cost differences between the demonstration vehicle and the new build price:

New Build Price: \$194,684
Demonstration Vehicle Price: \$158,608

We have verified with Versalift Midwest, who is the company that owns the demonstration vehicle, that the truck is a 2021 model with approximately 2,300 miles on it, the truck has not been used for debris removal or cleanup, and the warranty on the vehicle would begin when the unit is registered by the City.

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.

The bid price is below the original budgeted amount for this vehicle purchase which is \$222,000. Staff has also included our vehicle replacement schedules for Council's consideration.

RECOMMENDED ACTION:

Staff recommends City Council authorizes the purchase of a replacement grapple truck from Versalift Midwest for a purchase price of \$158,608.00 with any change orders to be approved by the City Manager.

ATTACHMENTS: Truck Purchase Proposal, vehicle replacement schedule, truck build price quote

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: _____

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____



Resolution No. 2021-072
April 6, 2021

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, the removal of tree limbs and other debris from roadways and other public areas is an essential responsibility of the Department of Public Services; and,

WHEREAS, a grapple truck reduces employee injury and is necessary to remove these tree limbs and other debris safely; and,

WHEREAS, the City Council of the City of Ypsilanti has allocated the funds in the FY 2020-2021 budget for this purchase; and,

WHEREAS, the purchase price of the vehicle is less than the budgeted amount of \$222,000;

NOW THEREFORE BE IT RESOLVED THAT that City Council authorizes the purchase of a replacement grapple truck from Versalift Midwest for a purchase price of \$158,608.00 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 6 day of April 2021

#Resolution No. 2021-072

Versalift MidWest

51761 Danview Technology Ct
Shelby Twp., MI 48315
586-991-0054



QUOTATION

Customer: City of Ypsilanti
Attn: David Blakely
Email: Db2678@sbcglobal.net
Phone: 734-320-9099
Address: 1 South Huron St, Ypsilanti, MI 48197

Date: 3/30/2021

Furnish and Install

- PACCAR PX-7 300 300hp @ 2600rpm; max torque 660@1600
- T370 Class 7: Medium-duty Conventional
- Allison 3000RDS 6-Speed w/PTO Drive Transmission
- Electric door locks LH/RH; ignition & doors keyed alike; single-piece windshield; 2-speed & intermittent windshield wipers; 18' 4 spoke steering wheel; glovebox door w/locking latch; dash-mounted cruise control.
- Cummins 18.7 CFM Air Compressor for PACCAR PX Engines.
- 2017 EPA Horizontal Under Rail Exhaust
- 2 PACCAR GP31 threaded post batteries
- Meritor MFS12E Plus 12.5K rated @ 12K 3.5" drop standard track front axle.
- Front brakes included w/front hub package. 14,600 lb Bendix air brake package.
 - Drum brake knuckle for use on Meritor MFS Plus Steer Axle.
 - Dana S21-140 21K rated capacity-single rear axle w/air brakes.
 - Bendix 4S/4M anti-lock brake system
 - Rear Mudflaps
- Integrated front of body tool box w/dual side doors
- Full Instrument package
- Electric back-up alarm
- Rear vision camera system on driver's dash, 7" zone defense single camera, color LCD w/audio.
- P-Style Multi-lever control pattern

51761 Danview Tech
Shelby Twp, MI 48315

- Spring-loaded manual tarp system, deployed via chain connection to bucket knuckle.
- Stabilizers down warning light & alarm
- Dual upper rear doors/tailgate brake lights
- Dual upper rear doors/tailgate amber strobing lights
- 4 Corner amber strobing lights to rear doors/tailgate
- Dual front bumper strobing lights
- Dual boom-mounted work lights
- Dual curbside under body work lights
- Bolt-on stabilizer pads
- 18' dump body (42"-74") 3" x-members on 16". 3/16" floor, 12 GA side. 12 GA side posts on 30", 3"x4"x11 GA top tube, 7 GA rear posts & no front posts.
- Dual barn doors in lieu of single tailgate

TOAL FOR UNIT F.O.B. CITY OF YPSILANTI.....\$ 158,608.00

DEMO UNIT WITH 2,300 MILES CURRENTLY

*****UNIT IS AVAILABLE NOW, UNTIL SOLD*****



51761 Danview Tech
Shelby Twp, MI 48315

Page 2 of 2



107 S. Groesbeck • Mt. Clemens, MI 48043 • (586) 783-2444 FAX (586) 469-8054

3/5/2021

City of Ypsilanti
RE: RH Co-Op Chassis Pricing

Attn: Mr. John Sherwood

The following is Freightliner chassis pricing information per your request. Pricing and conditions are per the Rochester Hills Co-op RFP-RH-20-023 agreement.

Single Axle 42,020 GVW

Chassis Model: 108SD

Base Chassis Price:	\$84,993
2022 Model Year.....	900 add
330 HP Cummins upgrade.....	936 add
Safety Package	187 add
4 pack of switches:	50 add
Driver's seat 3 chamber upgrade	134 add
Fender extenders	50 add
Power Windows/doors	219 add
Power Steering Cooler	120 add
Upgrade to 30k rear axle and suspension, ILO 23k..	3000 add
1/4" C-channel inner frame reinforcement.....	600 add
14" Severe Duty bumper.....	342 add
Driver Controlled Traction Control	530 add
Right side, under step exhaust	842 Deduct
Delete Front engine PTO.....	275 Deduct

Installation of a Palfinger M100L72 Loader, provided
by Fredrickson Supply. Please see attachment for
complete description.

\$103,740

TOTAL: \$ 194,684.00

Steven Sexton
Municipal Sales Manager
Wolverine Truck Group

CITY OF YPSILANTI
VEHICLE STATUS - DPW - Vehicles Valued \$75,000+
FY 2020-21

Dept	Unit #	Type	Description	Serial/Model #	Acquired Date	Mileage	Replacement Date	Replacement cost	10 Year Replacement Date	Balanced Replacement Date
DPS	127	Dump Truck - Salt Truck/Wood Chipper	2001 STERLING L8500	2FZAAWAKYIAJ45981	4/24/2002		N/A	\$ 166,000.00	2013	Most Recent Replaced Salt Truck
DPS	139	Street Sweeper	ELGIN EAGLE SIX WHEEL	49HAADBVG4DM34602	11/11/2003		N/A	\$ 235,000.00	2014	Most Recent Replaced Sweeper
DPS	473	Grapple w/Dump Body	2007 STERLING ACTERR	2FZACGDC27AY06688	5/21/2008			2020 \$ 222,000.00	2019	2020-21
DPS	108	Dump Truck - Salt Truck	2012 FREIGHTLINER DU	1FVA3B50CHBL4256	10/11/2011			2022 \$ 176,000.00	2022	2021-22
DPS	142	Street Sweeper	JOHNSTON VT650 STREE		6/29/2012			2022 \$ 245,000.00	2023	2022-23
DPS	109	Dump Truck - Salt Truck	2015 FREIGHTLINER 10	1FVAG5CY5FHGK5848	10/3/2014			2024 \$ 187,000.00	2024	2023-24
DPS	111	Dump Truck - Salt Truck	2015 FREIGHTLINER 10	1FVAG5CY3FHGK5847	10/3/2014			2024 \$ 187,000.00	2024	2024-25
DPS	112	Dump Truck - Salt Truck	2015 FREIGHTLINER 10	1FVAG5CY7FHL3238	10/3/2014			2024 \$ 187,000.00	2024	2025-26
DPS	122	PU w/aerial lift - Signal Shop	FORD - 2014 MY F-550	1FDAF5GYXEEA34805	10/2/2013			2024 \$ 90,000.00	2024	2026-27
DPS	440	Loader w/bucket - Sidewalk Snow	Wacker	ATSJ12404	2015			2030 \$ 75,000.00	2029	2026-27
DPS	129	Loader - Salt/Trash	2014 VOLVO L90G WHEEL	617490	11/25/2014			2022 \$ 200,000.00	2025	2027-28
DPS	110	Dump Truck - Salt Truck	2011 FREIGHTLINER CA	1FVAC3BS7BD4W5751	3/1/2020			2030 \$ 176,000.00	2030	2028-29
DPS	150	Vactor	VACTOR 210 STERLING	2FZAATAK43AK40876	3/1/2020			2030 \$ 430,000.00	2030	2030-31
DPS	472	Truck-Aerial Lift - Tree Trimming	2007 INTL IHC TRUCK	1HTMMAAN77H348091	3/1/2020			2030 \$ 250,000.00	2030	2031-32
ENV	609	Packer Truck	2007FREIGHTLINERVIN#	1FVAC3DC17HY17866	11/13/2006		Now	\$ 233,000.00	2017	2019-20
ENV	603	10 CY Rear Packer	2009 FORD F-550 4X4	1FDAF57Y79EA27493	3/24/2009			2020 \$ 80,000.00	2020	2020-21
ENV	612	Leach Rear Loader	2011 FREIGHTLINER M2	1FVFCYB58BD4Z4548	2/15/2011			2022 \$ 233,000.00	2022	2022-23
ENV	607	Packer Truck	2015 FREIGHTLINER M2	1FVFCYCY9FHGL6824	10/3/2014			2022 \$ 233,000.00	2025	2024-25
ENV	609	Packer Truck	2007FREIGHTLINERVIN#	1FVAC3DC17HY17866	2/1/2021			2031 \$ 233,000.00	2031	2031-32

CITY OF YPSILANTI												
VEHICLE STATUS - Replacement Vehicles/Equipment Under \$75,000												
DPS												
Dept	Unit #	Type	Description	Serial/Model #	Acquired Date	Mileage	Replacement Date	Replacement cost	Scheduled Replacement Date	Balanced Replacement Date	Replacement Life (Years)	Next Year of Replacement
DPS	120	Trailer	2009 BNM 101 x 16"	1B9CT20269E216010	6/23/2009		2040	\$ 7,500.00	2040	2040	20	
DPS	158	Compressor	Sullivan	D185 S/N 18809-A 185 C4	1999		2040	\$ 12,500.00	2040	2040	40	
DPS	117	Trailer	Trailer	Doolittle	1990		2025	\$ 5,000.00	2025	2019-20	20	2039-40
DPS	30	Pump	Red Lion	6RLAG-3ST	2011		2019	\$ 9,500.00	2019	2020-21	10	2030-31
DPS	103	Pick up truck	2009 GMC SIERRA EXTE	1GTEK19099E154702	6/25/2009		Now	\$ 33,000.00	2019	2020-21	8	2028-29
		Garden Tractor						\$ 15,000.00		2020-21	10	2030-31
		Small Articulated Loader	Bobcat L23	L23 25 hp				\$ 30,000.00		2020-21	10	2030-31
DPS	22	Car	Chevrolet Impala	2G1WH52K659211353	2005			\$ 28,000.00	2019	2020-21	8	2029-30
CH	C-10	Car	Ford Taurus		2008			\$ 36,000.00	2019	2020-21	8	2029-30
DPS	118	Trailer	Trailer	Doolittle	1991		2025	\$ 5,000.00	2025	2020-21	20	2040-41
DPS	2	Arrowboard	Arrowboard	Dietz	1997		2020	\$ 6,000.00	2020	2021-22	10	2030-31
DPS	126	Stake Truck	2011 GMC HD3500 DUMP	1GD322CG2BF 152 188	6/28/2011		2020	\$ 55,000.00	2020	2021-22	8	2029-30
DPS	128	Loader w/bucket	Bobcat		2009		2020	\$ 66,000.00	2020	2022-23	10	2032-33
DPS	642	Brush Chipper	2009 VERMEER BC1500	JVR2161VX91002185	5/12/2009			\$ 50,000.00	2020	2022-23	10	2032-33
DPS	452	Stake Truck	2015 FORD F350 REG C	1FDRF3H60FEB12403	9/18/2014		2021	\$ 60,000.00	2021	2022-23	8	2030-31
DPS	102	Ford Escape	FORD 2012 ESCAPE 4WD	1FMCU9DG6CKA30220	6/30/2011		2021	\$ 28,000.00	2021	2023-24	8	2031-32
DPS	131	Stake Truck	2015 GMC 3500HD DUMP	1GD321CGXFZ537948	6/10/2015		2022	\$ 60,000.00	2022	2023-24	8	2031-32
DPS	104	Dump Truck	2016 GMC 3500 4WD DU	1GD32VC6G9G9GZ114450	12/22/2015		2023	\$ 60,000.00	2023	2024-25	8	2032-33
DPS	6	Arrowboard	Arrowboard	Amida	2004		2024	\$ 6,200.00	2024	2024-25	10	2034-35
DPS	443	Garden Tractor	725KT Grasshopper	6419850 61"	2014		2024	\$ 15,000.00	2024	2024-25	10	2034-35
DPS	446	Garden Tractor	725 KT Grasshopper	6419850	2014		2024	\$ 15,000.00	2024	2024-25	10	2034-35
DPS	101	Pick up truck	GMC Sierra 1500	1GTV2LEC3J2140965	2018		2025	\$ 33,000.00	2025	2025-26	8	2033-34
DPS	119	Trailer	Trailer	Assembled	2018		2025	\$ 5,000.00	2025	2025-26	20	2045-46
DPS	441	Utility Vehicle	Honda Pioneer	1HFVE0305H4207643	2017		2027	\$ 25,000.00	2027	2026-27	10	2036-37
DPS	444	Garden Tractor	Ferris HP 72"	FRS901576			2027	\$ 12,800.00	2027	2026-27	10	2036-37
DPS	115	10' Parking lot plow	10' Parking lot plow	IUS3200Z32/72	2017			\$ 5,000.00	2027	2026-27	20	2046-47
	103	Pick up truck	2009 GMC SIERRA EXTE	1GTEK19099E154702	6/25/2009			\$ 33,000.00		2028-29	8	
DPS	W201	Precision TIG	Lincoln	Precision TIG 275	2008		2030	\$ 5,000.00	2030	2029-30	20	2049-50
	22	Car	Chevrolet Impala	2G1WH52K659211353	2005			\$ 28,000.00		2029-30	8	
	C-10	Car	Ford Taurus		2008			\$ 36,000.00		2029-30	8	
	126	Stake Truck	2011 GMC HD3500 DUMP	1GD322CG2BF 152 188	6/28/2011			\$ 55,000.00		2029-30	8	
DPS	30	Pump	Red Lion	6RLAG-3ST	2011			\$ 9,500.00		2029-30	10	
	448	Garden Tractor	John Deere	116 HP 12'	2009			Not Scheduled for Replacement		N/A	10	
	2	Arrowboard	Arrowboard	Dietz	1997			\$ 6,000.00		2029-30	10	
	452	Stake Truck	2015 FORD F350 REG C	1FDRF3H60FEB12403	9/18/2014			\$ 60,000.00		2031-32	8	
	102	Ford Escape	FORD 2012 ESCAPE 4WD	1FMCU9DG6CKA30220	6/30/2011			\$ 28,000.00		2031-32	8	
	131	Stake Truck	2015 GMC 3500HD DUMP	1GD321CGXFZ537948	6/10/2015			\$ 60,000.00		2032-33	8	
DPS	121	Pick up truck	FORD RANGER 2DR 4X4	1FTYR15E78PA33308	10/18/2007		2022	Latest Truck Replaced	2022	N/A	8	
DPS	448	Wide Area Mower	John Deere	116 HP 12'	2009			\$ 60,000.00				
Environmental												
ENV	610	Pick up truck	2016 GMC SIERRA TRUC	1GTN2LEC4GZ129837	11/17/2015		2025	\$ 35,000.00	2025	2025-26	8	2033-34



REQUEST FOR LEGISLATION

TO: Mayor and City Council
FROM: Joe Meyers
DATE: April 6, 2021
SUBJECT: Purchase Agreement for 206-210 N. Washington

DESCRIPTION:
Purchase Agreement for 206-210 N. Washington

SUMMARY:

DESCRIPTION:
Begin the sale of 206-210 N. Washington St to Avalon Housing.

SUMMARY:
On July 2019, the city purchased the property on 206-210 N. Washington out of the dangerous building and affordable housing fund to put out an RFP for affordable housing. On September 15, 2020 the City approve a RFP to proceed with a letter of intent with the developer. After this period, we are ready to enter an agreement of purchase and sale with Avalon Housing. This agreement would begin a 9-month inspection/due diligence/entitled period. This would allow Avalon to work to get the proper MSHDA/County/BRA/Federal Home Loan Bank Funding. We are currently working on the final details with legal counsel on simple things like the title company.

RECOMMENDED ACTION: Staff is seeking Council to approve the resolution to enter the agreement of purchase and sale for 206-210 N. Washington subject to legal counsel review and approval.

ATTACHMENTS:
Agreement of Purchase and Sale

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: _____

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____



Resolution No. 2021-073
April 6, 2021

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

Whereas, 206-210 N Washington Street was foreclosed on by the Washtenaw County Treasurer for nonpayment of property taxes; and

Whereas, The City of Ypsilanti purchased the property using its Right of First Refusal from the Country Treasurer in 2019; and

WHEREAS, the city accepted a proposal from Avalon Housing in September 2020 to create affordable housing in the city of Ypsilanti; and

NOW THEREFORE BE IT RESOLVED THAT the Ypsilanti City Council approves entering into an agreement of purchase and sale with Avalon Housing for 206-210 N. Washington pending legal Counsel's final review.

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 6 day of April 2021

#Resolution No. 2021-073

AGREEMENT OF PURCHASE AND SALE

THIS AGREEMENT OF PURCHASE AND SALE ("Agreement") is made as of the ____ day of March, 2021 (the "Effective Date," which shall be the date that the later of Seller or Purchaser execute this Agreement) by and between City of Ypsilanti, a Michigan municipal corporation whose address is One South Huron Street, Ypsilanti, Michigan 48917 ("**Seller**"), and Avalon Nonprofit Housing Corporation, a Michigan nonprofit corporation, whose address is 1327 Jones Dr., Suite 102, Ann Arbor, MI 48105 ("**Purchaser**").

RECITALS:

A. Seller is the owner of certain real property located in the City of Ypsilanti, Washtenaw County, Michigan, more particularly described and/or depicted on Exhibit A attached hereto and incorporated herein by reference, to be referred to as the "**Property**."

B. Seller has agreed to sell and Purchaser has agreed to purchase the Property subject to and upon the terms and conditions of this Agreement.

C. Seller and Purchaser acknowledge and agree that the Property is blighted and contains a vacant multi-family housing development.

D. Seller and Purchaser further acknowledge and agree that Purchaser will perform due diligence to determine whether or not it is financially feasible to construct or rehabilitate, own and operate on the Property an affordable multi-family housing development with up to twenty (20) units, including supportive housing units.

NOW, THEREFORE, for the mutual covenants and benefits and other good and valuable consideration, the receipt and adequacy of which are hereby acknowledged, Seller and Purchaser agree as follows:

1. **Basic Provisions**. The following words and phrases, set forth in alphabetical order, are hereby defined for use in subsequent provisions of this Agreement.

(a) **Closing**: The consummation of the transaction as contemplated in this Agreement shall be referred to as the "Closing."

(b) **Commitment**: A commitment for an ALTA owner's policy of title insurance, without standard exceptions, issued by the Title Company in an amount not less than the Purchase Price bearing a date later than the date of this Agreement committing the Title Company to insure Purchaser as the fee simple owner of the Property with such endorsements as Purchaser shall request.

(c) **Conditions**: The conditions precedent to Purchaser's obligation to purchase the Property, which Conditions are as follows:

(i) **Physical Condition**: Purchaser's satisfaction, in its sole and absolute discretion, with the soil bearing capacity, subsoil, wetlands, woodland,

structural, and environmental condition of the Property and all other aspects of the Property and its intended use by Purchaser.

(ii) **Approval Condition:** Purchaser obtaining any and all approvals deemed appropriate by Purchaser, including but not limited to, financing, tax credit, grant and investment partner approvals.

(iii) **Title Condition:** Purchaser's satisfaction, in its sole and absolute discretion, with the state of title to, and the survey of, the Property pursuant to Section 5 below.

(iv) **Representations and Warranties Condition:** All of Seller's representations and warranties contained herein shall be true and accurate in all material respects as of the date of Closing.

(d) **Deposit:** Deposit shall mean \$5,000 plus any interest thereon, if any, as such amount may be increased pursuant to the terms of this Agreement.

(e) **Financing Period:** The twelve (12) month period commencing at the end of the Inspection/Entitlement Period, including any extensions. During this period, Purchaser shall apply for project financing which may include, but is not limited to, the Washtenaw Urban County, MSHDA, the Federal Home Loan Bank, Brownfield Redevelopment Authority and/or private commercial financing.

(f) **Inspection/Due Diligence/Entitlement Period:** The nine (9) month period commencing after the Effective Date, which term may be terminated or extended as provided herein.

(g) **Permitted Exceptions:** The encumbrances or exceptions to title shown in the Commitment to which Purchaser does not object, or which are otherwise allowed pursuant to this Agreement or which, with Purchaser's consent, are waived and accepted or insured over.

(h) **Purchase Price:** The purchase price of the Property, including the Deposit, shall be \$105,000.

(i) **Survey:** A certified ALTA survey of the Property containing such detail as Purchaser shall require in its sole discretion, certified to Purchaser, the Title Company and, if applicable, such lending institution or institutions as Purchaser shall desire, all to the extent Purchaser elects to obtain such a survey.

(j) **Title Company:** The title company shall be First American Title Company located at 100 Bloomfield Hills Parkway, Bloomfield Hills, MI 48034, or other such company as mutually agreed upon by Seller and Purchaser.

2. **Sale and Conveyance.** On and subject to the terms and conditions of this Agreement, Seller agrees to sell the Property to Purchaser and Purchaser agrees to purchase the Property from Seller for the Purchase Price.

3. **Deposit.** Within ten (10) days after the Effective Date, Purchaser shall deliver the Deposit to the Title Company to be held and disbursed in accordance with the terms of the Title Company's standard earnest money deposit escrow agreement. In the event of Closing, the Deposit shall be returned to Purchaser upon tender by Purchaser of the necessary funds to close pursuant to this Agreement or credited towards the Purchase Price at Purchaser's election. In the event of the termination of this Agreement, the Deposit shall be refunded to Purchaser or delivered to Seller, all as provided for below.

4. **Conditions.** Purchaser's obligation to purchase the Property is expressly conditioned upon Purchaser's satisfaction, in its sole and absolute discretion, with the Conditions.

5. **Evidence of Title.**

(a) As evidence of title to the Property, Seller, at its own expense, shall furnish the Commitment to Purchaser within fifteen (15) days after the Effective Date. The Commitment shall be delivered to Purchaser together with a legible copy of each document affecting the Property or which constitutes encumbrances against the Property or exceptions to Seller's or Purchaser's title to the Property. Purchaser shall have the right to obtain the Survey at Purchaser's cost. Purchaser shall have thirty (30) days after the date on which Purchaser has received the last of either the Commitment, the title documentation, or the Survey, within which to notify Seller of any matters of title or Survey to which Purchaser objects, and Seller shall have thirty (30) days from the date of such notification to cure such objections. Affirmative title insurance shall only be deemed a cure for such objections in the event Purchaser agrees to the same in writing.

(b) With respect to any other encumbrances or exceptions to which Purchaser may object, of which Seller is notified and which Seller does not eliminate within the aforesaid period, Purchaser shall elect, upon notice thereof to Seller, within fifteen (15) days after the expiration of Seller's aforesaid thirty (30) day period to eliminate such encumbrances or exceptions, either: (i) to waive its objections to and accept title subject to such encumbrances or exceptions; (ii) to terminate this Agreement, whereupon the Deposit shall be promptly returned to Purchaser, and this Agreement shall thereafter be of no further force or effect (except for the indemnification described in Section 6(d)). If Purchaser does not provide notice to Seller within such time period, Purchaser shall be deemed to have elected option (i).

6. **Inspection, Due Diligence, and Entitlement Period.**

(a) Commencing on the Effective Date, Purchaser, its agents, representatives, employees and contractors, shall have the right to: (i) inspect and investigate the Property which may include, but shall not be limited to, site inspections, environmental site assessments and studies, and engineering studies; (ii) confirm the availability and adequacy of utilities adequate to service Purchaser's intended use of the Property; and (iii) review or consider any other matter which Purchaser deems appropriate in order to determine, in its sole and absolute discretion, whether Property is suitable for its purposes. During the Inspection/Due Diligence and Entitlement Period, Purchaser shall have the right to apply for and obtain approvals from all applicable authorities for rezoning, special use, land use, utilities, environmental approvals,

payment in lieu of taxes (PILOT), Community Benefits Ordinance, site plan and building permit requirements and such other approvals and permits as shall be required by Purchaser to develop and improve the Property for Purchaser's intended use (the "Approvals").

Notwithstanding the expiration of the Inspection, Due Diligence and Entitlement Period, Purchaser shall not be obligated to purchase the Property unless and until a) such time as Purchaser receives a reservation of Low Income Housing Tax Credits for its contemplated development of the Property; and (b) such time as the Purchaser receives its approvals under any federally required environmental review (NEPA), or such other cross cutting state and federal requirements as may be necessary to finance the project contemplated by this Agreement.

The Inspection, Due Diligence and Entitlement Period may be extended for an additional six (6) month period by mutual written agreement of Purchaser and Seller.

(b) Purchaser shall have the right, during the Inspection, Due Diligence and Entitlement Period, to deliver to Seller notice that the Physical Condition has been satisfied or waived, failing of which, subject to the provisions of this Agreement, this Agreement shall be deemed terminated, the Deposit shall immediately be returned to Purchaser and neither party shall, thereafter, have any further liability or obligation hereunder (except for the indemnification described in Section 6(d)). In the event Purchaser notifies Seller of its satisfaction with the Physical Condition, then, subject to satisfaction with the Approval Condition, the Title Condition, the Representations and Warranties Condition, and the receipt of a reservation of Low Income Housing Tax Credits for the contemplated development of the Property and receipt of NEPA approvals, the parties shall proceed to Closing, and thereafter, the Deposit shall be deemed non-refundable to Purchaser in the event of the subsequent termination of this Agreement, except in the event of the failure of any of the remaining Conditions or the termination of this Agreement in accordance with Sections 16 (Default) and 23 (Condemnation) below.

(c) In the event that Purchaser determines, in its sole and absolute discretion, reasonably or unreasonably, that the Physical Condition shall be unsatisfactory on or before the end of the Inspection, Due Diligence and Entitlement Period, then, Purchaser shall have the right, at any time before the end of this Period, upon notice to Seller, to terminate this Agreement whereupon the same shall be deemed terminated, the Deposit shall be immediately refunded to Purchaser and neither party shall, thereafter, have any further liability or obligation hereunder (except for the indemnification described in Section 6(d)).

(d) Following the completion of its investigations of the Property, Purchaser shall restore the Property to its prior condition, however safety related items (such as plywood floorboards or railings between studs may be left in place. Purchaser shall defend, indemnify, and hold Seller harmless from any expenses or damages Seller incurs as a result of Purchaser's investigations of the Property; notwithstanding anything to the contrary, this obligation shall survive the termination of this Agreement

(e) Upon completion of the Inspection, Due Diligence and Entitlements Period, the Financing Period shall commence.

7. **Entry.** From and after the date of this Agreement, Purchaser and its representatives shall have the right and license to enter upon the Property to undertake such activities thereon reasonably required to enable Purchaser to investigate the condition of the Property and otherwise to satisfy itself with respect to the Conditions.

8. **Seller's Representations and Warranties.** Except as provided or otherwise acknowledged in this Agreement, Seller warrants, represents and covenants to Purchaser as follows:

(a) Seller has the right to execute this Agreement. Neither the execution and delivery of this Agreement nor the consummation by Seller of the transaction contemplated hereby will (i) conflict with or result in a breach of or default under any of the terms, conditions or provisions of any note, bond, mortgage, indenture, license, agreement or other instrument or obligation to which Seller is a party or by which it or the Property is bound, or (ii) violate any order, injunction, decree, statute, rule or regulation applicable to Seller or the Property.

(b) There is no pending litigation involving or affecting all or any portion of the Property.

(c) Seller has not received any notice that the Property or any portion thereof is situated, used or operated in violation of any law, court order, regulation, ordinance or requirement of any city, county, state or other governmental authority.

(d) No assessments have been levied against the Property which remain unpaid and, in the event of any such assessments, other than assessments initiated by Purchaser, Seller covenants to pay any and all of such assessments in full, that are due and payable, at or before Closing.

(e) Seller has received no notice and has no knowledge of any special assessments affecting the Property and no federal, state or local taxing authority has asserted any tax deficiency, lien or assessment against the Property which has not been paid.

(f) The Seller will continue to maintain the property until legal title transfers to the Purchaser.

(g) The Seller will carry insurance on the property until legal title transfers to the Purchaser.

(h) The Seller will, at its own cost, secure the building to allow Avalon and its advisors access to the site and any building thereon; provided further, the Seller will, at its own cost and expense, remove all loose debris, add plywood over holes and soft areas in floors, and remove or cut way down the plantings around the building.

9. **Purchaser's Warranties and Representations.** Except as otherwise provided or acknowledged in this Agreement, Purchaser represents and warrants to Seller as follows:

(a) The Purchaser is a Michigan non-profit corporation organized, validly existing and in good standing under the laws of the State of Michigan.

(b) The performance of the obligations of the Purchaser under this Agreement will be in accordance with any statute, regulation, ordinance, judicial or administrative order or judgment applicable to Purchaser or the Property.

(c) There is no litigation or proceeding pending, or to the Purchaser's knowledge threatened against or involving the Purchaser and the Purchaser does not know or have reason to know of any grounds for any such litigation or proceeding, which could have an adverse impact on Seller's interest in the Property under this Agreement.

(d) In entering into this Agreement, Purchaser has not relied upon any written or verbal representations made by Seller or any representative of Seller, including any real estate salesperson, regarding the Property or any aspect of this transaction, which are not expressly set forth in this Agreement.

(e) Purchaser's intended purpose in acquiring the Property is to redevelop it for low-income housing and related purposes in accordance with all applicable laws, regulations, codes, and restrictions as set forth in this Agreement.

(f) Purchaser warrants that formal action has been taken to authorize the signatory to this Agreement to enter into the Agreement and further warrants that the Purchaser is in good standing with the State of Michigan.

(g) In the event Purchaser does not purchase the Property, the Purchaser will provide the Seller with copies of any appraisals and environmental investigations produced by the Purchaser or its contractors during the Due Diligence and Inspection Period.

10. **Environmental Matters.**

(a) Seller warrants and represents to Purchaser that the Property is not now and to Seller's knowledge has not ever been used for the purpose of disposal of, refining, generating, manufacturing, producing, storing, handling, treating, transferring, releasing, processing or transporting any petroleum, petroleum derived products and/or hazardous waste or hazardous substance and/or toxic waste or toxic substance, as such terms are defined in the Resource Conservation and Recovery Act of 1976, 42 USC 6901 et seq., as amended, the Comprehensive Environmental Recovery Compensation and Liability Act of 1980, 42 USC 9601 et seq., the Superfund Amendments and Reauthorization Act, Public Law 99 499 as amended, or any other federal, state or local environmental law, regulation, code or ordinance, and, to the Seller's knowledge, no pollutants, contaminants or hazardous or toxic wastes, substances or materials are present in, on or under the Property, the Property, other than those disclosed in writing to and acknowledged by the Purchaser. The Property does not contain any underground storage tanks

in, on or under the surface of any portion of the Property, and the Property has never contained any such underground storage tanks.

(b) Seller agrees to provide any and all Environmental Reports it possesses regarding the Property within ten (10) days of the Effective Date. Seller also agrees to fully cooperate with Purchaser's Environmental Consultant in obtaining any approvals or submitting a Baseline Environmental Assessment to the Department of Environmental Quality (MDEQ) for the State of Michigan, if the Environmental Consultant recommends this course of action.

(c) The development of said Property is partly supported by federal funds, and pursuant to federal guidelines contained at 24 CFR §58.22 (f) for approval of those funds, closing on this Agreement is contingent on the completion of the federal environmental review process. The requirements of the federal guidelines, and those that may be required by the Michigan Department of Environmental Quality to comply with state and federal requirements must be satisfied before the closing on this Agreement.

11. **Covenant of No Change.** From and after the date of this Agreement through the Closing date, Seller shall not cause any material adverse change in the Property or the use thereof nor shall the Property have sustained any loss or damage which shall materially and adversely affect the potential development of the Property for its intended use by Purchaser.

12. **Existing Materials.** Within thirty (30) days after the date of this Agreement, Seller shall deliver to Purchaser copies of its most recent title insurance policies, surveys, site plans, soils reports, environmental site assessment reports and engineering reports and the like with respect to the Property in Seller's possession and control.

13. **Zoning and Approval.** In connection with Purchaser's intended development of the Property, Seller acknowledges that the Purchaser will be seeking to rezone the Property in order for its intended use as affordable residential housing.

14. **Payment in Lieu of Taxes.**

In connection with Purchaser's intended development and use of the Property for affordable residential housing, Seller acknowledges that Purchaser intends to finance any improvements to the Property using Low Income Housing Tax Credits and will seek Seller's approval of a payment in lieu of taxes (PILOT) ordinance prior to the submission of an application for such tax credits.

15. **Closing.**

(a) The Closing on the Property shall occur within eight (8) months following the receipt of a reservation of Low Income Housing Tax Credits; provided, however, the Purchaser or Seller have the right to extend this term with no additional consideration for a period of six (6) months by providing written notice to the other. The Closing shall take place at the office of the Title Company, or such other mutually desirable location.

(b) If the Project's application is not successful in its first submission, the Agreement shall remain in effect for the next two LIHTC application rounds. If the LIHTC

application does not receive a tax credit award at the conclusion of the third round, inclusive of any appeals by the Purchaser to MSHDA, the Agreement will terminate unless otherwise extended by the Seller and the Purchaser in writing. Notwithstanding anything herein to the contrary, in the event the Project does not receive a reservation of Low Income Housing Tax Credits and Buyer and Seller do not close on the Property, the Deposit and any interest thereon, if any, shall be returned to the Purchaser.

(c) At Closing, Seller shall execute and deliver the following:

(i) An affidavit stating that between the date of this Agreement and the Closing date, (A) Seller did not receive notice of, nor on the Closing date does it have any knowledge of, any change in any facts or circumstances which would make any of the warranties and representations set forth in this Agreement inaccurate, incomplete or misleading in any material respect, and (B) from and after the date hereof, Seller has not violated, nor on the date of Closing, shall it be in violation of, any of the covenants set forth in Section 9 above in any material respect.

(ii) An affidavit stating whether or not Seller is a foreign person or nonresident alien for purposes of Section 1445 of the Internal Revenue Code, ("Code") and, if Seller is a foreign person or nonresident alien for such purposes, Seller shall (and does hereby authorize Purchaser to) comply with the provisions of the Code as shall be applicable to Seller in such case.

(iii) A covenant deed ("**Deed**") conveying the Property to Purchaser together with a real estate transfer tax valuation affidavit, which Deed shall be subject only to the Permitted Exceptions.

(iv) Such other documents and instruments as Purchase or its funding providers may reasonably require

(d) At Closing, Purchaser shall pay the Purchase Price to Seller, via certified check or federal wire transfer of funds or title company check, as adjusted by the adjustments provided below. Seller shall deliver the Deposit to Purchaser or credit it towards the Purchase Price, at Purchaser's election.

(e) Seller shall terminate all contracts for maintenance or other services to the Property as of Closing, except such contracts, if any, which Purchaser shall expressly agree in writing to assume, provided that all amounts due thereunder as of Closing shall be paid by Seller.

(f) At Closing, Seller and Purchaser shall mutually execute and deliver to one another the Closing Statement setting forth the following adjustments and prorations:

(i) Assessments, special or otherwise, that are due and payable against the Property as of the date of Closing (whether due in installments or otherwise) shall be paid in their entirety by Seller at or before Closing.

(ii) All recording fees for the Deed shall be paid by Purchaser. All transfer taxes, if any, shall be paid by Seller. Purchaser shall pay the Title Company closing fee.

(iii) Subject to the mutual written agreement of Purchaser and Seller, the Purchase Price shall be adjusted downward to the extent that the appraisal of the Property is not equal to the Purchase Price. If the parties do not reach written agreement as to any such adjustment within 10 days after receipt of the final appraisal, then either party may terminate this Agreement by written notice to the other. If neither party terminates this Agreement within 30 days after receipt of the final appraisal, pursuant to this provision, then the Purchase Price shall not be adjusted.

(f) At Closing, Seller shall deliver exclusive possession of the Property to Purchaser.

16. **Default.**

(a) If Purchaser shall default in the performance of its obligations under this Agreement, and such default shall continue for a period of Fifteen (15) days after notice of default from Seller to Purchaser, then provided Seller is not then in default under this Agreement, Seller shall be entitled to terminate this Agreement by giving written notice of termination to Purchaser, whereupon the Deposit shall be retained by Seller, as liquidated damages and as Seller's sole remedy for such default.

(b) If Seller shall default in the performance of its obligations under this Agreement, Purchaser shall be entitled either: (i) to terminate this Agreement by giving written notice of termination to Seller, whereupon the Deposit shall be promptly returned to Purchaser; or (ii) to seek specific performance, which shall be Seller's sole remedy.

(c) In any dispute over the terms of this Agreement, or default under it, the prevailing party shall be entitled to reimbursement of its costs incurred in seeking its remedies, including reasonable attorneys' fees.

17. **Miscellaneous.** This Agreement cannot be modified except by written instrument signed by both of the parties hereto. Section headings set forth herein are for convenience of reference and shall not be construed to interpret, limit or otherwise define the terms and conditions of this Agreement. This Agreement sets forth fully and completely the agreement of the parties with respect to the subject matter described herein and this Agreement shall be deemed to supersede any and all prior written or oral agreements relating to the subject matter described herein. This Agreement shall be binding upon and shall inure to the benefit of Seller, Purchaser and their heirs, representatives, successors, successors in interest and assigns. This Agreement shall be governed by the internal laws of the State of Michigan, both substantive and procedural.

18. **Assignability** Purchaser may assign this Agreement to an affiliated limited dividend housing association (as defined in Act 346 of Public Acts 1966, as amended).

19. **Waiver**. Purchaser reserves the right, at its sole option, at any time, to waive any of the Conditions. Any such waiver shall only be in writing and duly executed by Purchaser.

20. **Notices**. All notices, deliveries or tenders given or made in connection herewith shall be deemed completed and legally sufficient if mailed, by certified mail, return receipt requested or delivered by personal delivery or nationally recognized overnight courier service, effective upon posting to the United States Postal Service or such personal delivery service or such nationally recognized overnight courier service, to Seller One South Huron Street, Ypsilanti, Michigan 48917. Copies of notices to Purchaser shall simultaneously be sent, via the same method of delivery used to send the same to Purchaser, to Avalon Housing Inc. at 1327 Jones Dr., Suite 102, Ann Arbor, Michigan 48105 Attention: Wendy Carty-Saxon. Addresses may be changed during the term of this Agreement by notices among the parties.

21. **Brokers**. Seller and Purchaser each represent and covenant to the other that they have not utilized the services of any broker or finder in connection with this transaction.

22. **Execution**. This Agreement may be executed in any number of counterpart originals which, when taken together, shall be deemed to be one and the same instrument. Executed copies of this Agreement may be delivered via telecopy.

23. **Condemnation and Damage or Destruction**.

(a) In the event that notice of any action, suit or proceeding shall be given to Seller or Purchaser prior to the Closing for the purpose of condemning any portion of the Property which would materially interfere with Purchaser's intended use of the Property, in Purchaser's sole discretion, then, Purchaser shall have the right to terminate its obligations hereunder, notwithstanding anything herein contained to the contrary, by notifying Seller thereof within 15 days after receiving notice of such condemnation proceeding, and upon such termination, notwithstanding anything herein contained to the contrary, Purchaser shall receive an immediate refund of the Deposit, this Agreement shall terminate, and the parties shall have no further liability to each other hereunder (except for the indemnification described in Section 6(d)). In the event Purchaser shall not elect to terminate this Agreement, or in the event such condemnation is not such as to permit Purchaser to terminate this Agreement in accordance with this Section, then Purchaser and Seller shall proceed with the transaction contemplated by this Agreement and, in the event of Closing, Purchaser shall receive all of the condemnation proceeds. Seller shall notify Purchaser immediately upon Seller's receipt of notice of, or information relating to, any threatened taking of any portion of the Property.

[Signatures appear on the following page.]

IN WITNESS WHEREOF, the parties have executed this Agreement as of the Effective Date stated above.

SELLER:

City of Ypsilanti

By:

Its:

By: _____

Name: _____

Its: _____

PURCHASER:

AVALON HOUSING, INC.

By: _____

Name: _____

Its: _____

Dated: _____, 2019

EXHIBIT A

DRAFT

Exhibit A

Citizen Advisory Boards and Commissions Participation Resume

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

Qualifications

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

Name	Richard Smith
Email Address	
Address	
City	Ypsilanti
State	MI
Zip Code	48197
Phone Number	
Number of Years in the Community	15
Ward You Live In	3
Education	Field not completed.
Occupation	CEO
Employer	Rich Money Team LLC.
Are you applying for youth membership?	No
Are you registered to vote in the City of Ypsilanti?	Yes

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

Human Relations Commission

Party Affiliation

Field not completed.

Field not completed.

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

I'm interested in giving back to the community and bringing those within it together.

Work/volunteer experience related to the board or commission:

I sat on the board as a member of the DDA In Ypsilanti.

I understand that appointment to a City of Ypsilanti board or commission requires regular attendance at board meetings.

Yes

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

Yes

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

FOR IMMEDIATE RELEASE

February 22, 2021

For more information, contact:

Technical Services Center

Phone: (312) 977-9700

Fax: (312) 977-4806

E-mail: budgetawards@gfoa.org

Chicago, Illinois--Government Finance Officers Association is pleased to announce that **City of Ypsilanti, Michigan**, has received GFOA's State Budget Award for its budget.

The award represents a significant achievement by the state. It reflects the commitment of the governing body and staff to meeting the highest principles of governmental budgeting. In order to receive the budget award, the state had to satisfy nationally recognized guidelines for effective budget presentation. These guidelines are designed to assess how well a state's budget serves as:

- a policy document
- a financial plan
- an operations guide
- a communications device

Budget documents must be rated "proficient" in all four categories, and the twelve mandatory criteria within those categories, to receive the award.

When a State Budget Presentation Award is granted to a state, a Certificate of Recognition for Budget Presentation is also presented to the individual(s) or department designated as being primarily responsible for having achieved the award. This has been presented to **Rheagan Basabica, Finance Director/Treasurer**.

State Award recipients have pioneered efforts to improve the quality of budgeting and provide an excellent example for other states and provinces throughout North America.

Government Finance Officers Association (GFOA) advances excellence in government finance by providing best practices, professional development, resources and practical research for more than 20,500 members and the communities they serve.

February 22, 2021

Rheagan Basabica
Finance Director/Treasurer
City of Ypsilanti
1 South Huron Street
Ypsilanti, MI 48197

Dear Ms. Basabica:

We are pleased to inform you, based on the examination of your budget document by a panel of independent reviewers, that your budget document has been awarded the Distinguished Budget Presentation Award from Government Finance Officers Association (GFOA) for the current fiscal period. This award is the highest form of recognition in governmental budgeting. Its attainment represents a significant achievement by your organization.

The Distinguished Budget Presentation Award is valid for one year. To continue your participation in the program, it will be necessary to submit your next annual budget document to GFOA within 90 days of the proposed budget's submission to the legislature or within 90 days of the budget's final adoption. A Distinguished Budget Program application is posted on GFOA's website. This application must be completed and accompany your next submission. (See numbers 12 and 13 on page 2 of the application for fee information and submission instructions.)

Each program participant is provided with confidential comments and suggestions for possible improvements to the budget document. Your comments are enclosed. We urge you to carefully consider the suggestions offered by our reviewers as you prepare your next budget.

When a Distinguished Budget Presentation Award is granted to an entity, a Certificate of Recognition for Budget Presentation is also presented to the individual(s) or department designated as being primarily responsible for its having achieved the award. Enclosed is a Certificate of Recognition for Budget Preparation for:

Rheagan Basabica, Finance Director/Treasurer

Continuing participants will find a brass medallion enclosed with these results. First-time recipients will receive an award plaque that will be mailed separately and should arrive within eight to ten weeks. Also enclosed is a camera-ready reproduction of the award for inclusion in your next budget. If you reproduce the camera-ready image in your next budget, it should be accompanied by a statement indicating continued compliance with program criteria.

The following standardized text should be used:

Rheagan Basabica

February 22, 2021

Page 2

Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to **City of Ypsilanti, Michigan**, for its Annual Budget for the fiscal year beginning **July 1, 2020**. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as a financial plan, as an operations guide, and as a communications device.

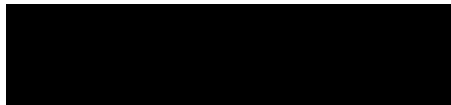
This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

A press release is enclosed.

Upon request, GFOA can provide a video from its Executive Director congratulating your specific entity for winning the Budget Award.

We appreciate your participation in this program, and we sincerely hope that your example will encourage others in their efforts to achieve and maintain excellence in governmental budgeting. The most current list of award recipients can be found on GFOA's website at www.gfoa.org. If we can be of further assistance, please contact the Technical Services Center at (312) 977-9700.

Sincerely,



Michele Mark Levine
Technical Services Center

Enclosure



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

City of Ypsilanti

Michigan

For the Fiscal Year Beginning

July 1, 2020



Executive Director



**The Government Finance Officers Association
of the United States and Canada**

presents this

CERTIFICATE OF RECOGNITION FOR BUDGET PREPARATION

to

**Rheagan Basabica, Finance Director/Treasurer
City of Ypsilanti, Michigan**



The Certificate of Recognition for Budget Preparation is presented by the Government Finance Officers Association to those individuals who have been instrumental in their government unit achieving a Distinguished Budget Presentation Award. The Distinguished Budget Presentation Award, which is the highest award in governmental budgeting, is presented to those government units whose budgets are judged to adhere to program standards.

Executive Director



Date

February 22, 2021

BUDGET REVIEW COMPOSITE RATING FORM
GFOA Distinguished Budget Presentation Awards Program

Agency: **Ypsilanti, MI**

Fiscal Year beginning: **July 2020**

Document number: **B9943195**

At least 2 of the three reviewers must rate the document "proficient" or "outstanding" on all four overall categories and all mandatory criteria in order for the document to receive the award

Information Not Present (1)			Does Not Satisfy (2)			Proficient (3)			Outstanding (4)			
R1	R2	R3	R1	R2	R3	R1	R2	R3	R1	R2	R3	
						✓	✓	✓				Introduction and Overview
						✓	✓	✓				* C1 Table of contents (mandatory)
						✓	✓	✓				P1 Strategic goals & strategies
						✓	✓	✓				P2 Short-term organization-wide factors influencing decisions
						✓	✓	✓				* P3 Priorities and issues (mandatory)
						✓	✓	✓				* C2 Budget overview (mandatory)
												Financial Structure, Policy, and Process
						✓	✓	✓			✓	* O1 Organizational chart (mandatory)
						✓	✓	✓				F1 Fund descriptions and fund structure
						✓	✓	✓				O2 Department/fund relationship
						✓	✓	✓				F2 Basis of budgeting
						✓	✓	✓				* P4 Financial policies (mandatory)
						✓	✓	✓				* P5 Budget process (mandatory)
												Financial Summaries
						✓	✓	✓				* F3 Consolidated financial schedule (mandatory)
						✓	✓	✓				* F4 Three (four) year consolidated & fund financial schedules (mandatory)
						✓	✓	✓				* F5 Fund balance (mandatory)
						✓	✓	✓				* F6 Revenues (mandatory)
						✓	✓	✓				F7 Long-range financial plans
												Capital & Debt
					✓	✓	✓	✓				* F8 Capital expenditures (mandatory)
						✓	✓	✓				F9 Impact of capital investments on operating budget
						✓	✓	✓				* F10 Debt (mandatory)
												Departmental Information
						✓	✓	✓				* O3 Position summary schedule (mandatory)
						✓	✓	✓				* O4 Department descriptions (mandatory)
						✓	✓	✓				O5 Unit goals and objectives
✓						✓	✓	✓				O6 Performance measures
												Document-wide Criteria
						✓	✓	✓				C3 Statistical/supplemental section
						✓	✓	✓				C4 Glossary
						✓	✓	✓		✓		C5 Charts and graphs
						✓	✓	✓				C6 Understandability and usability
												Overall
						✓	✓	✓				Overall as a policy document
						✓	✓	✓				Overall as a financial plan
						✓	✓	✓				Overall as a operations guide
						✓	✓	✓				Overall as a communications device

- N Special Capital recognition (three "outstanding ratings on F8 and F9)
- N Special Performance Measure recognition (three "outstanding" ratings on O6)

Name of Entity: City of Ypsilanti
Reviewer ID R28
Fiscal Years: FYE 2021, FYE 2022

State/Province: MI
Document Number: B9943195
Record Number: 251245001

Introduction and Overview

- C1. **Mandatory:** The document shall include a table of contents that makes it easier to locate information in the document. **Proficient.**
- P1. The document should include a coherent statement of organization-wide, strategic goals and strategies that address long-term concerns and issues. **Proficient.** Council priorities are identified in the transmittal letter and provide budget direction.
- P2. The document should describe the economic conditions and intergovernmental considerations that influence the decisions made in the development for the budget cycle. **Proficient.** The ongoing impact of the pandemic and the need to fund sufficient fund balances impacted budget development. Mention is made of changes to address the pandemic within the budget but there may be ongoing unknown issues to address. Nice job.
- P3. **Mandatory:** The document shall include a budget message that articulates priorities and issues for the budget cycle. The message should describe significant changes in priorities. The message may take one of several forms (*e.g., transmittal letter, budget summary section*). **Proficient.** The transmittal includes accomplishments, the goal setting session in 2019 and the resulting priorities, the known impacts of the pandemic in terms of revenue, personnel adjustments and millage for the budget period are included. Highlights and initiatives are also included Well-constructed.
- C2. **Mandatory:** The document should provide an overview of significant budgetary items and trends. An overview should be presented within the budget document either in a separate section (*e.g., executive summary*) or integrated within the transmittal letter or as a separate budget-in-brief document. **Proficient.** The pages cited meet criteria

Financial Structure, Policy, and Process

- O1. **Mandatory:** The document shall include an organization chart(s) for the entire entity **Proficient.** Criteria met.
- F1. The document should include and describe all funds that are subject to appropriation. **Proficient.** Funds are clearly defined.
- O2. The document should provide narrative, tables, schedules, or matrices to show the relationship between functional units, major funds, and non-major funds in the aggregate. **Proficient.**
- F2. The document shall explain the basis of budgeting for all funds, whether cash, modified accrual, or some other statutory basis. **Proficient.** Criteria met.
- P4. **Mandatory:** The document should include a coherent statement of entity-wide long-term financial policies. **Proficient.** Policies are included.
- P5. **Mandatory:** The document shall describe the process for preparing, reviewing, and adopting the budget for the coming fiscal year. It also should describe the procedures for amending the budget after adoption. **Proficient.** Thanks for including the goal setting session on the process calendar.

Financial Summaries

- F3. **Mandatory:** The document shall present a summary of major revenues and expenditures, as well as other financing sources and uses, to provide an overview of the total resources budgeted by the organization. **Proficient.** Criteria met.
- F4. **Mandatory:** The document must include summaries of revenues and other financing sources and of expenditures and other financing uses for the prior year actual, the current year budget and/or estimated current year actual, and the proposed budget year. **Proficient.** Criteria met.
- F5. **Mandatory:** The document shall include projected changes in fund balances for appropriated governmental funds. **Proficient.** Criteria met.
- F6. **Mandatory:** The document shall describe major revenue sources, explain the underlying assumptions for the revenue estimates, and discuss significant revenue trends. **Proficient.** Financials are included. Please consider adding a section that defines the major revenue sources.
- F7. The document should explain long-range financial plans and its affect upon the budget and the budget process. **Proficient.** Unable to locate any discussion of long-term future plans (outside the CIP). Your budget does, however, include projections for 2022. This criterion is generally met with a discussion of a long-term financial forecast that includes assumptions and conclusions and, in some cases, financials.

Capital & Debt

- F8. **Mandatory:** The document should include budgeted capital expenditures, whether authorized in the operating budget or in a separate capital budget. **Proficient.** The CIP is generally discussed, and financials are presented for the life of the plan. Please include a narrative explaining the overall capital process and selection criteria.
- F9. The document should describe if and to what extent significant nonrecurring capital expenditures will affect the entity's current and future operating budget and the services that the entity provides. **Proficient.** A general narrative regarding impacts is included. If it is anticipated that some of the projects will have quantified impacts, these should be identified. Please see sample at the conclusion of this review for an outstanding sample.
- F10. **Mandatory:** The document shall include financial data on current debt obligations, describe the relationship between current debt levels and legal debt limits, and explain the effects of existing debt levels on current operations. **Proficient.** Debt limits are included, and debt payment schedules are presented. In future budgets, please discuss bond ratings, if applicable.

Departmental Information

- O3. **Mandatory:** A schedule or summary table of personnel or position counts for prior, current and budgeted years shall be provided. **Proficient.** Criteria met.
- O4. **Mandatory:** The document shall describe activities, services or functions carried out by organizational units. **Proficient.** Departments are defined. However, there are no centralized departmental presentations that would include definitions, objectives, performance data, financials and personnel.

- O5. The document should include clearly stated goals and objectives of organizational units (*e.g., departments, divisions, offices or programs*). **Proficient.** Departmental objectives are included in the performance section.
- O6. The document should provide objective measures of progress toward accomplishing the government's mission as well as goals and objectives for specific units and programs. **Does not satisfy.** Measures are identified early in the budget with responsible department identified. Action steps to meet specific objectives are included. However, the required data is not included. Criteria calls for prior year, current year and budget year targets. Keep in mind as this will be a mandatory criterion for your next budget. Please see sample at the conclusion of this review for a jurisdiction that meets criteria.

Document-wide Criteria

- C3. The document should include statistical and supplemental data that describe the organization. **Proficient.** Location and content are effective.
- C4. A glossary should be included for any terminology (including abbreviations and acronyms) that is not readily understandable to a reasonably informed lay reader. **Proficient.** Please add balanced budget to the glossary.
- C5. Charts and graphs should be used, where appropriate, to highlight financial and statistical information. Narrative interpretation should be provided when the messages conveyed by the graphs are not self-evident. **Outstanding.** Graphics are relevant, liberally used and well-placed.
- C6. The document should be produced and formatted in such a way as to enhance its understanding by the average reader. It should be attractive, consistent, and oriented to the reader's needs. **Proficient,**

The budget as a policy document:	Overall	proficient
The budget as a financial plan:	Overall	proficient
The budget as an operations guide:	Overall	proficient
The budget as a communication device:	Overall	proficient

General comments:

All mandatory criteria are met.

Suggested priorities for improving the budget presentation:

With future submissions, please provide a link to a full copy of your budget. This allows the review to better understand your City and the overall process. The original document provided was from the website and the document came across as a fill in the blank presentation with the software driving the presentation. While this may be time saver, the enthusiasm surrounding budget preparation is lost without a full copy of the budget.

Noteworthy pages or unique item/presentation:

F 9 2018 Raymore, MO budget includes an outstanding impact summary.

CAPITAL BUDGET IMPACT ON OPERATING BUDGET

Below is an estimated impact of operating costs for all capital items budeted for the full 5-Year representation of the projects. Amounts represent an addition to or reduction of operating costs.

PROJECT / DESCRIPTION	2017-18	2018-19	2019-20	2020-21	2021-22
Public Works Facility Roof Repair	\$ (150)	\$ (300)	\$ (300)	\$ (300)	\$ (300)
City Hall Front Entry Repair	\$ (100)	\$ (100)	\$ (100)	\$ (100)	\$ (100)
City Hall LED Lighting Upgrades		\$ (500)	\$ (500)	\$ (500)	\$ (500)
Public Works LED Lighting Upgrades		\$ (500)	\$ (500)	\$ (500)	\$ (500)
Annual Curb Replacement Program	\$ (1,500)	\$ (1,500)	\$ (1,500)	\$ (1,500)	\$ (1,500)
Annual Street Preservation Program	\$ (1,300)	\$ (1,300)	\$ (1,300)	\$ (1,300)	\$ (1,300)
Hubach Hill Road Street Light	\$ 27	\$ 47	\$ 47	\$ 47	\$ 47
Johnston Drive Street Light	\$ 27	\$ 47	\$ 47	\$ 47	\$ 47
Lucy Webb Roundabout Additional Lighting	\$ 27	\$ 47	\$ 47	\$ 47	\$ 47
Foxridge Drive Extension		\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500
Johnston Drive - Dean to Darrow by		\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500
Kentucky Road Relocation		\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500
Maintenance of Thoroughfare Routes	\$ (750)	\$ (750)	\$ (750)	\$ (750)	\$ (750)
155th Street Reconstruction	\$ 750	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500
Street Light Installation	\$ 94	\$ 94	\$ 94	\$ 94	\$ 94
Total General Fund	\$ (2,875)	\$ 1,285	\$ 1,285	\$ 1,285	\$ 1,285
Dog Park			\$ 6,360	\$ 6,360	\$ 6,360
Recreation Park Ballfield Lights		\$ 150	\$ 150	\$ 150	\$ 150
Concession Stand Internet Connectivity w/ WIFI	\$ 1,500	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
Recreation Park Picnic Pavilion		\$ 500	\$ 500	\$ 500	\$ 500
Park Restroom Enhancements		\$ 250	\$ 250	\$ 250	\$ 250
Recreation Park Activity Center	\$ 7,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Hawk Ridge Park Amphitheater, Parking/Restrooms	\$ 2,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000
Hawk Ridge Park Parking & ADA Playground	\$ 250	\$ 500	\$ 500	\$ 500	\$ 500
T.B. Hanna Station Park Improvements	\$ 2,250	\$ 4,510	\$ 4,510	\$ 4,510	\$ 4,510
Total Park Fund	\$ 13,000	\$ 32,910	\$ 39,270	\$ 39,270	\$ 39,270
Lift Station Emergency Generators	\$ 150	\$ 300	\$ 300	\$ 300	\$ 300
Sanitary Sewer Inflow and Infiltration Reduction	\$ (30,000)	\$ (30,000)	\$ (30,000)	\$ (30,000)	\$ (30,000)
Total Enterprise Fund	\$ (29,850)	\$ (29,700)	\$ (29,700)	\$ (29,700)	\$ (29,700)
Combined Total Operating Impact	\$ (19,725)	\$ 4,495	\$ 10,855	\$ 10,855	\$ 10,855

O5 O 6 The City of Oregon City, OR offers and effective approach to performance information in their 2017-2019 biennial budget.

2017-2019 Biennial Budget

Policy and Administration Performance Measures								
Commission Goal	Milestone or Outcome	Measure	2014	2015	2016	2017 Goal	2018 Goal	2019 Goal
Pursue Opportunities to Increase Transparency and Encourage Citizen Participation	Maintain updated records in compliance and destroy records that have reached retention requirement	Percentage of eligible records destroyed	45%	70%	75%	80%	100%	100%
	Maintain all Boards and Committee meeting minutes up to date (available at the following meeting)	Percentage of meeting minutes completed and available up to date	75%	80%	85%	90%	95%	100%
	Percentage of Commission agendas and packets posted one week in advance of the Commission meeting	Percentage of agendas posted 7 days in advance	70%	70%	100%	100%	100%	100%
	Providing public 24-hour government access to records and online requests	Percentage of record requests submitted online	20%	35%	57%	70%	75%	80%
Maintain Fiscal Health and Long Term Stability	Reduce risk and related costs	Accident Time Loss	67	127	52	73	<80	<70
		Cost of Worker Compensation Claims (Thousands)	N/A	\$45.3	\$41.6	\$17.3	<\$40	<\$40
	Enhance financial reporting and stewardship	Unqualified Audit Opinion	Yes	Yes	Yes	Yes	Yes	Yes
		Number of Audit Adjustments	0	0	0	0	0	0
		Number of days after month-end to prepare financials	30	22	18	16	15	15
	Effective management of Right-of-Ways (ROW)	Percentage collection on identified ROWs	25%	75%	90%	100%	100%	100%
	Maintain effective Municipal Court operations	Operating expenses per court case	\$93	\$92	\$95	\$94	<\$100	<\$100
Address Critical Facility Needs	Maintain and support electronic systems effectively and efficiently city-wide	IT Helpdesk response time: tickets closed within 10 days	N/A	76%	76%	75%	75%	75%
		within 5 days	N/A	47%	47%	50%	50%	50%
		Complete scheduled facility upgrades and maintenance	75%	70%	75%	80%	100%	100%
Cultivate an Environment for Successful Economic Development	Promote Economic Incentive Tools, including ways to grow new and existing businesses	Business outreach meetings	N/A	N/A	8	10	20	20
		Recruit/create new jobs	N/A	N/A	N/A	40	50	50

N/A = Data not available / not measured during the time period.

O 5 O 6 The 2020/2021 budget for Pitt County, NC provides a simple method to link overall goals, objectives and measures within each department.



PUBLIC INFORMATION

104200

COUNTYWIDE GOAL(S) SUPPORTED

- To promote quality education
- To enrich the quality of life for Pitt County citizens through opportunities for improved health and welfare
- To promote the provision of and access to recreational activities for County citizens

GOALS, OBJECTIVES, & PERFORMANCE INDICATORS

Goal: To provide timely, relevant County government information to the citizens of Pitt County.

Objective	Actual FY 2018-19	Actual FY 2019-20	Target FY 2020-21
Performance Indicators			
Increase exposure to Pitt County Government services, programs and information			
• Increase public awareness by producing new video content for PittTv and online	110	132	100
• Produce Stay Connected Newspaper Ad	20	21	25

Goal: Build and Maintain a Strong Media Presence.

Objective	Actual FY 2018-19	Actual FY 2019-20	Target FY 2020-21
Performance Indicators			
Distribute News, Information and Services to the Press			
• Produce News Releases	55	75	50
• Establish a new social media policy and schedule initial trainings for administration	June 30	Complete	June 30

Name of Entity: City of Ypsilanti, MI
REC251245001
Doc #B9943195
R953

INTRODUCTION AND OVERVIEW:

C1. *Mandatory:* The document shall include a table of contents that makes it easier to locate information in the document. A variety of formats may be used. Details indices preceding individual sections can be helpful, but they are not a substitute for a single comprehensive table of contents. *Table of contents is included and provides the required information.*

#P1: Strategic goals and strategies: *the document includes a coherent statement of organization-wide, strategic goals and strategies that address long-term concerns and issues: this criterion relates to the long-term, entity-wide, strategic goals that provide the context for decisions within the annual budget. Consider including action plans or strategies on how the goals will be achieved.*

#P2: The document should describe the entity's short-term factors that influence the decisions made in the development of the budget for the upcoming year. This criterion requires a discussion of the key factors that guide the development of the upcoming year's budget. Factors that might be included relate to salary, and benefit guidelines, fees, capital improvements, program enhancements, or reductions, tax levels, use of reserves, service-level assumptions, unfunded mandates, economic development strategies, inflation assumptions, and demographic assumptions. *Proficient.*

#P3 Priorities and issues (mandatory)-The document shall include a budget message that articulates priorities and issues for the upcoming year. The message should describe significant changes in priorities from the current year and explain the factors that led to those changes. The message may take one of several forms print this, The (transmittal letter, budget summary section). This criterion requires a summary explanation of key issues and decisions made during the budget process. The budget message also should address the ramifications of these decisions. It is recommended that the total amount of the budget be included in the budget message. *The budget message is included.*

#C2. The document should provide an overview of significant budgetary items and trends. An overview should be presented within the budget document either in a separate section or integrated within the transmittal letter or as a separate budget in a brief document. This criterion intends to encourage presentations that allow the reader to quickly grasp the major budgetary issues, trends, and choices addressed in the budget. *Proficient*

FINANCIAL STRUCTURE, POLICY, and PROCESS

#01. Organization charts (mandatory). The document shall include an organization chart for the entire entity. This criterion requires that an organizational chart be presented only for the overall entity. Organizational charts for individual units are not required. When organizational charts are provided for individual units within the entity, that chart should be presented in such a way as to the link between individual units and the overall entity. *Proficient.*

#F1 Fund description and fund structure- the document should include and describe all funds that are subject to appropriation. Showing an entity's budgetary fund structure is essential for understanding

Name of Entity: City of Ypsilanti, MI
REC251245001
Doc #B9943195
R953

its financial configuration. An overview of the budgeted funds should be included in the document. The overview should include each major fund's name and either an indication of whether the fund is a governmental, proprietary, or fiduciary funds; OR an indication of the fund type of each fund. Any fund whose revenues are expenditures excluding other financing sources and uses, constitute more than 10% of the revenues are expenditures of the appropriated budget should be considered a major fund for this purpose. *The major funds are identified.*

#02. Departments/fund relationship. The document should provide narrative, tables, schedules, or matrices to show the relationship between functional units, major funds, and non-major funds in the aggregate. The matrix is one way to show this very effective relationship. The fund relationship is included and provides the appropriate criterion.

#F2. Basis of budgeting. The document shall explain the basis of budgeting for all funds, whether cash, modified accrual, or some other statutory basis. The document should identify the basis of budgeting employed by the entity for each category funds represent (governmental, proprietary, and fiduciary). If the basis of budgeting is identical to the basis of accounting used in the audited fund financial statements in the basic financial statements for summer all categories of funds, that fact should be clearly stated. Differences between the basis of budgeting and the basis of accounting should be identified. *The information is included.*

#P4. Financial policies (Mandatory)-The document should include a coherent statement of entity-wide long-term financial policies. This criterion requires a discussion of long-term financial policies. Financial policies should be included (but not limited to (and formally adopted relate to #1 financial planning policies, #2 revenue policies, and #3 expenditure policies. *Proficient.*

#P5. Budget process (Mandatory)-the document shall describe the process for preparing, reviewing, and adopting the budget for the coming fiscal year. It also should describe the procedures for amending the budget after adoption. This criterion requires a concise narrative description of the budget process, including an explanation of relevant legal or policy requirements. This description should include the internal process to prepare the budget, the opportunities for public input, and the actual adoption of the budget. A budget calendar should be included noting both key operating capital dates. Although amending the budget after adoption should be covered. The description of the amendment process should identify the level at which the governing body must approve the changes. *Proficient.*

FINANCIAL SUMMARIES

#F3. Consolidated financials schedule(Mandatory)-The document shall present a summary of major revenues and expenditures, as well as other financing sources and uses, to provide an overview of the total resources budgeted by the organization. This criterion requires a summary of the revenues and other financing sources and expenditures and other financing uses of all appropriated funds in one place in the budget document. *Proficient.*

Name of Entity: City of Ypsilanti, MI
REC251245001
Doc #B9943195
R953

#F4. Three(Four) Year Consolidated and Fund Financial Schedules (Mandatory). The document must include summaries of revenues and other financing sources and expenditures and other financing uses for the prior year's actual, the current year budget and/or estimated current year actual, and the proposed budget year. The criterion requires a schedule that includes both revenues and other financing sources and expenditures, and other financing uses for at least three budget years: Prior year, current year, and budget year. The data for the prior year should be actual revenues and expenditures. However, the entity may choose whether to use the current budget year and/or estimated figures.

Proficient

F5-Mandatory-The document shall include projected changes in fund balances as defined by the entity in the document, for appropriated governmental funds included in the budget presentation (fund equity if not governmental funds are included in the document). *Fund balance change is included on the pages that you have indicated. Remember that this criterion requires that beginning and ending fund balances, as defined by the entity in the budget document, be shown for the budget year, as well as revenues, expenditures, and other financing sources/uses. Proficient.*

F6-Revenues-The document shall describe major revenue sources, explain the underlying assumptions for the revenue estimates, and discuss significant revenue trends. *The revenues are included. Make sure that all sources are identified and described. Revenue trend discussion is also a good way to show the stakeholders the big picture for the new budget year.*

F7. Long-range financial plans-Planning is an essential part of any budget process. The backbone of this document should be the projected financial planning for your entity for the coming year. Legislators and administrators are constantly aware of any changes in public perception. The criterion requires the identification of long-range financial plans that extend beyond the budget year. The impacts of the long-range financial plan upon the current budget and future years should be noted.

F8. Capital expenditures (Mandatory) *The capital projects fund provides program functions, revenue trends, and assumptions. This information is specific to your entity. However, each project should be evaluated for associated costs. The document should include budgeted capital expenditures, whether authorized in the operating budget or a separate capital budget. This criterion does not mandate any particular definition of "capital expenditures" only that whatever definition is being used by the entity be disclosed. After defining capital expenditures, the entity should indicate the total dollar amount of such expenditures for the budget year the entity is encouraged but not required to provide a summary of capital expenditures by major project, type, fund, or user. Proficient.*

F9. Impact of Capital investments on the operating budget. *The impact on capital investments should clearly be stated. When the budget is developed or a new capital infrastructure built, the information should include any operational or residual capital costs associated with it. Impact of Capital Investments on Operating Budget-the document should describe if and to what extent significant nonrecurring capital*

Name of Entity: City of Ypsilanti, MI

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expenditures will affect the entity's current and future operating budget and the services that the entity provides. Proficient.

F10. **Debt**-the document does not provide a clear statement of debt policies and debt ratios. *Schedules are in place to show the amount of debt for this entity.*

O3 **Position Summary**-The, the number of full-time equivalent positions, is included. Job titles and other information are also associated with this document. *Proficient.*

O4. **Department descriptions**-Each Department includes a description of the services and functions performed therein. *A description of the services provided will provide legislators with information on the value of the services provided.*

O5 **Unit goals and objectives** the strategies/actions provide information on goals and objectives. *The information is provided. The document provides good information on the unit goals and objectives.*

O6 **Performance Measures**-These measures are tracked in most of the departments. *Make sure that these performance measurements are viable and that they are accurately measuring this information that stakeholders and legislators will require understanding the operations of this city. The document provides objective measures of progress toward accomplishing the government's mission as well as goals and objectives for specific units and programs.*

C3 **Statistical Information**-this statistical information is informative and interesting to the citizen stakeholder, legislator, and administration of your entity. *This criterion is satisfied with this budget document.*

C4. **Glossary**-The glossary is included in this document. *Make sure that it is updated annually to give the stakeholders the proper information on your budget.*

C5. **Charts and Graphs**-The The charts and graphs are included. *They should be reviewed and work to improve annually.*

C6. **Understandability and usability.** - *The document is formatted in a way that makes it very easy to navigate. The pages are numbered correctly, the page orientation is followed.*

You have submitted a good document to be considered for the Distinguished Budget Presentation Award. I commend you and your staff on the document that you have provided. As in all things, improvements can be made. I want to congratulate your staff on the obvious work that has been done. And I am very happy to recommend The City of Ypsilanti, MI for this award.

Name of Entity: City of Ypsilanti
Reviewer ID: S396
Fiscal Year: 2020-2021

State/Province: MI
Document Number: B9943195
Record Number: 251245001

Introduction and Overview

- C1. **Mandatory:** The document shall include a table of contents that makes it easier to locate information in the document. **Proficient**
- P1. The document should include a coherent statement of organization-wide, strategic goals and strategies that address long-term concerns and issues. **Proficient – Council priority areas and subsequent goals are integrated into the reporting of performance measures.**
- P2. The document should describe the entity's short-term factors that influence the decisions made in the development of the budget for the upcoming year. **Proficient – the budget message addresses impacts from COVID-19, related economic trends, and other external and organizational factors that influenced budget development.**
- P3. **Mandatory:** The document shall include a budget message that articulates priorities and issues for the upcoming year. The message should describe significant changes in priorities from the current year and explain the factors that led to those changes. The message may take one of several forms (*e.g., transmittal letter, budget summary section*). **Proficient – the budget message highlights key changes, budget priorities, and major initiatives.**
- C2. **Mandatory:** The document should provide an overview of significant budgetary items and trends. An overview should be presented within the budget document either in a separate section (*e.g., executive summary*) or integrated within the transmittal letter or as a separate budget-in-brief document. **Proficient**

Financial Structure, Policy, and Process

- O1. **Mandatory:** The document shall include an organization chart(s) for the entire entity. **Proficient**
- F1. The document should include and describe all funds that are subject to appropriation. **Outstanding – good use of the graphic to illustrate the city's fund structure.**
- O2. The document should provide narrative, tables, schedules, or matrices to show the relationship between functional units, major funds, and nonmajor funds in the aggregate. **Proficient**
- F2. The document shall explain the basis of budgeting for all funds, whether cash, modified accrual, or some other statutory basis. **Proficient**
- P4. **Mandatory:** The document should include a coherent statement of entity-wide long-term financial policies. **Proficient – Financial policies are well explained and comprehensive in scope. For better presentation, consider bolding the title of each state law reference (i.e. – Collection of Taxes, Duties of City Officers, Uniform Budgeting & Accounting, etc.).**
- P5. **Mandatory:** The document shall describe the process for preparing, reviewing, and adopting the budget for the coming fiscal year. It also should describe the procedures for amending the budget after

adoption. **Proficient – clear presentation of the budget process; easily conveys the key stages and timing.**

Financial Summaries

- F3. **Mandatory:** The document shall present a summary of major revenues and expenditures, as well as other financing sources and uses, to provide an overview of the total resources budgeted by the organization. **Proficient**
- F4. **Mandatory:** The document must include summaries of revenues and other financing sources and of expenditures and other financing uses for the prior year actual, the current year budget and/or estimated current year actual, and the proposed budget year. **Proficient**
- F5. **Mandatory:** The document shall include projected changes in fund balances, as defined by the entity in the document, for appropriated governmental funds included in the budget presentation (fund equity if no governmental funds are included in the document). **Proficient**
- F6. **Mandatory:** The document shall describe major revenue sources, explain the underlying assumptions for the revenue estimates, and discuss significant revenue trends. **Proficient – revenue projections and assumptions are provided, and supported by multi-year trend data.**
- F7. The document should explain long-range financial plans and its affect upon the budget and the budget process. **Proficient – to mirror your CIP, consider including a 5-year forecast of General Fund revenues and expenditures based on current trends and City priorities during that term.**

Capital & Debt

- F8. **Mandatory:** The document should include budgeted capital expenditures, whether authorized in the operating budget or in a separate capital budget. **Proficient**
- F9. The document should describe if and to what extent significant nonrecurring capital expenditures will affect the entity's current and future operating budget and the services that the entity provides. **Does not satisfy criteria – the digital version that I reviewed only included a topline forecast summary for all projects; no additional discussion of impacts to the operating budget or incremental costs/savings.**
- F10. **Mandatory:** The document shall include financial data on current debt obligations, describe the relationship between current debt levels and legal debt limits, and explain the effects of existing debt levels on current operations. **Proficient**

Departmental Information

- O3. **Mandatory:** A schedule or summary table of personnel or position counts for prior, current and budgeted years shall be provided. **Proficient**
- O4. **Mandatory:** The document shall describe activities, services or functions carried out by organizational units. **Proficient – departmental summaries offer good detail regarding unit function and primary responsibilities.**

- O5. The document should include clearly stated goals and objectives of organizational units (*e.g., departments, divisions, offices or programs*). **Proficient – departmental goals are incorporated into the presentation of performance measures.**
- O6. The document should provide objective measures of progress toward accomplishing the government's mission as well as goals and objectives for specific units and programs. **Proficient – where possible, include more specific metrics that reflect outcomes of your initiatives and tactics. Currently, your measures are based on completing an action, and not linked to the objective behind that action (i.e. – Sustainability Goal to reduce Carbon Emissions. The performance measure should be emissions data against a target or benchmark to show the effect of the actions you take to reduce it). Consider the intended outcome – not the action – when defining your performance measures.**

Document-wide Criteria

- C3. The document should include statistical and supplemental data that describe the organization, its community, and population. It should also furnish other pertinent background information related to the services provided. **Proficient – the community profile offers a good introduction to the city.**
- C4. A glossary should be included for any terminology (including abbreviations and acronyms) that is not readily understandable to a reasonably informed lay reader. **Proficient**
- C5. Charts and graphs should be used, where appropriate, to highlight financial and statistical information. Narrative interpretation should be provided when the messages conveyed by the graphs are not self-evident. **Proficient – good use of graphs and matrices to complement narrative and financial detail.**
- C6. The document should be produced and formatted in such a way as to enhance its understanding by the average reader. It should be attractive, consistent, and oriented to the reader's needs. **Proficient – I applaud the use of ClearGov to produce a digital version of the budget. I submitted a request to receive a full PDF version, which took several hours to receive. On your Budget & Audit Reports website, consider giving readers the option to download a PDF version as you've done for previous year budgets.**



Resolution No. 2021-074
April 6, 2021

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
6 day of April 2021

#Resolution No. 2021-074