



**CITY OF YPSILANTI
CITY COUNCIL MEETING
MAY 18, 2021 @ 6:00 PM
ZOOM MEETING**

<https://us02web.zoom.us/j/82023582060>
One South Huron, Ypsilanti, MI 48197
Revised May 18, 2021

Page

I. CALL TO ORDER

II. ROLL CALL

III. AGENDA APPROVAL

IV. PUBLIC COMMENT (3 MINUTES)

V. PRESENTATIONS

A. Mental health presentation - Washtenaw County Health and Human Services.

4 B. Proclamation designated May as Mental Health Awareness Month. - Mayor Richardson
[Proclamation](#)

VI. PUBLIC HEARINGS

5 - 253 A. Fiscal Year 2021-2022 through Fiscal Year 2027-2028 Capital Improvements Plan.
1. Resolution No. 2021-099, determination
2. Public Hearing
3. Resolution No. 2021-, closing the public hearing
[Supporting Documents - Pdf](#)

VII. CONSENT AGENDA

254 A. Resolution No. 2021-101, approving the Consent Agenda.
[2021-101 - Pdf](#)

255 - 267 B. Resolution No. 2021-102, approving the minutes of May 4, 2021.
[2021-102 - Pdf](#)

268 C. Resolution No. 2021-103, approving appointments to boards and commissions.
[2021-103 - Pdf](#)

VIII. RESOLUTIONS/MOTIONS/DISCUSSIONS

269 - 271 A. Resolution No. 2021-104, approving Ordinance 1375, An Ordinance entitled, "2021-2022 Tax Levy Ordinance" **(Second Reading)**

[2021-104 - Pdf](#)

- 272 - 283** B. Resolution No. 2021-105, approving Ordinance 1376, An Ordinance entitled, "An Ordinance to Amend Budget Appropriations by Department and Major Organizational Unit for FY 2020-2021 & FY 2021-2022" **(Second Reading)**
[2021-105 - Pdf](#)
- 284 - 296** C. Resolution No. 2021-106, approving the Audit Engagement Letter and Contract with Rhemann LLC.
[2021-106 - Pdf](#)
- 297 - 301** D. Resolution No. 2021-107, approving the Board and Commission Reappointment Application and Process.
[2021-107 - Pdf](#)
- 302 - 305** E. Resolution No. 2021-108, creating the Pen Dam Public Engagement Committee and Hiring Woods and Watts to Moderate the Process.
[2021-108 - Pdf](#)
- 306 - 307** F. Discussion Regarding the Downtown and Depot Town street closures.
(added)
[Resolution No 2021-014](#)
[Resolution No. 2021-058A](#)
- 308 - 322** G. Discussion Regarding Summer Events - (added)
[MDHHS Outdoor Gatherings Order](#)

IX. BOARD AND COMMISSION - NOMINATIONS

- 323 - 324** A. **Downtown Development Authority - (added)**
New Appointment - (Exp. 7/1/2023)
Bryan Foley
425 Ainsworth Circle
Ypsilanti, MI 48197
[Application](#)
- 325 - 326** B. **Historic District Commission - (added)**
New Application - (Exp. 12/31/2024)
Stefan Szumko
232 N River St, Apt. 1
Ypsilanti, MI 48198
[Application](#)

X. BOARD AND COMMISSION - REPORTS

1. Police Advisory Commission.
2. Human Relations Commission.
3. Arts Commission.

4. Parks and Recreation Commission.
5. Sustainability Commission.
6. Historic District Commission.
7. Planning Commission.
8. Zoning Board of Appeals

XI. LIAISON REPORTS

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

XII. COUNCIL PROPOSED BUSINESS

XIII. COMMUNICATIONS FROM THE MAYOR

XIV. COMMUNICATIONS FROM THE CITY MANAGER

XV. COMMUNICATIONS

XVI. ADJOURNMENT

327

- A. Resolution No. 2021-109, adjourning the City Council Meeting.
[2021-109 - 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.

PROCLAMATION

Mental Health Month

WHEREAS, mental illness is thought to be caused by various genetic and environmental factors; and

WHEREAS, mental health includes our emotional, psychological, and social well-being; it affects how we think, feel, and act; it also affects how we handle stress, relate to others, and make choices; and

WHEREAS, mental health is foundational to our wellness, allows us to care for ourselves and others, and make valuable contributions to Michigan's communities; and

WHEREAS, according to Mayo Clinic, mental illness is common. About 1 in 5 adults has mental illness in any given year. Mental illness can begin at any age, but most cases begin earlier in life; and

WHEREAS, mental illness can be long lasting or temporary; and

WHEREAS, mental illness is known to be a leading cause of disability. If left untreated, it can potentially cause severe emotional, behavior and physical health problems; and

WHEREAS, in Michigan, nearly 4.5% of adults live with serious mental health conditions such as schizophrenia, bipolar disorder, and major depression, but only 43.6% of adults with mental illness receive any form of treatment from either a public system or private provider; and

WHEREAS, approximately, one in five Michigan youths have at least one mental health condition. In 2017, 13 percent reported having a depressive episode. Fewer than half have been able to access care; and

WHEREAS, the COVID-19 pandemic has been a reminder of the importance of integrating mental health into preparedness and response plans for public health emergencies; and

WHEREAS, the COVID-19 pandemic has significantly contributed to mental health challenges in children, youth, adults, and elders in Michigan; and

WHEREAS, the various challenges include isolation, loss of income, fear, and bereavement; and

WHEREAS, there's no sure way to prevent mental illness. However, taking the necessary steps to control stress, pay attention to warning signs, get routine medical care, get help when need it, take good care of yourself may help keep your symptoms under control; and

WHEREAS, good mental health is critical to the well-being of our families, communities, schools, and businesses; and

WHEREAS, greater public awareness about mental illnesses can change negative attitudes and behaviors toward people with mental illnesses

NOW, THEREFORE, I, LOIS ALLEN-RICHARDSON, MAYOR of the City of Ypsilanti hereby proclaim May 2021 as Mental Health Awareness Month in the City of Ypsilanti.

Given under my hand and seal of the
City of Ypsilanti May 18, 2021.
Lois Allen-Richardson, Mayor



REQUEST FOR LEGISLATION

TO: Mayor and City Council
FROM: Bonnie Wessler
DATE: May 18, 2021
SUBJECT: Capital Improvements Plan

DESCRIPTION:

Capital Improvements Plan

SUMMARY:

The City began working on a draft 21/22-27/28 Capital Improvements Plan earlier this year. In this memo are tables of proposed projects by fiscal year, separated by priority level, for the coming two years. At the end of this memo is the full table, and appended are the submitted project sheets as well as the draft text of the plan.

Note that capital improvements listed in the plan may be funded from other sources than 414/Capital Improvements, such as the roads funds (202), sidewalks (495), parking (514), and motorpool (641). 414 is largely funded by the general fund; 514/Parking will be funded from parking revenues, but is currently subsidized by the general fund; 202/Major Roads are funded from the statewide gas tax; 641/Motorpool is funded internally via departmental "rental" of vehicles, and those departments are funded via a mix of the General Fund and other sources, depending on the vehicle's use. Projections for each fund fed the draft Capital Improvements Plan.

There are 11 projects classified as Mandatory by their submitting departments, totaling up to \$485,858 in FY21/22 and \$3,005,858 in FY22/23. The projects in this category address legal, regulatory, or contractual requirements. The largest risk in these years is the Peninsular Dam Removal; the City has committed \$500,000 to this removal but has not yet secured a grant; this project may be delayed until such time as funding is available. The total approximate amount of the bridge removal is shown below, not the committed amount, as the remainder of funding has not yet been secured.

FY21/22 and FY 22/23 <i>Mandatory</i> Projects							
Project Title	Long-Term Impact on O&M	Estimated Service Life (years)	Cost Basis	21/22 PC	22/23 PC	Notes	Fund
FY21/22 and FY 22/23 <i>Mandatory</i> Projects							

Chart of Accounts Update	Neutral	n/a	Quote	\$20,000			414
Axon Body Cameras	Neutral	5 years	Quote	\$15,108	\$15,108		414
In Car Camera System	Neither	Unk	Current pricing	\$10,000	\$10,000		414
DSS Logger	Neutral	Unk	Contract	\$4,500	\$4,500		414
Bridge - Cross Street	Neutral	n/a	Engineer estimate	\$60,000			202
Bridge - Forest St CE	Neutral	n/a	Engineer estimate	\$93,750	\$93,750		202
Bridge - Forest St CONSTRUCTION	Neutral	n/a	Engineer estimate	\$62,500	\$62,500		202
Bridge - Forest St DE	Neutral	n/a	Engineer estimate	\$30,000			202
Roads - ADA sidewalk ramps (construction)	Neutral	n/a	Budgeted amount	\$140,000	\$120,000		495
Peninsular Dam Removal	Positive	n/a	feasibility study		\$2,700,000		414
W Cross Parking Lane Contribution	neutral	n/a	MDOT est	\$50,000			202

There are 26 projects classified as Risk Avoidance in the first two years of the plan. These projects total \$1,150,200 in 21/22 and \$1,997,700 in 22/23, most of which in Motorpool and Major Roads. The cost distribution of the Lane Reduction project for Hamilton/Huron/Washtenaw (Road Diet) is still in active negotiation; the amount shown is assumed to be the conservative (high) estimate. These projects are intended to address a safety issue, avoid a more significant cost in the future, or have a return on investment.

<u>FY21/22 and FY 22/23 Risk Avoidance Projects</u>							
Project Title	Long-Term Impact on O&M	Estimated Service Life (years)	Cost Basis	21/22 PC	22/23 PC	Notes	Fund
Vehicles - PD Vehicles	Neutral	7 years	Comparable	\$90,000	\$90,000		641
YFD HVAC	Positive	10	Quote	\$35,000	--		414
Senior Center Electrical & HVAC	Neutral	Unk			\$40,000		414
DPS North Pole Barn Concrete Pad	Neutral	n/a	prior cip				414
Parks - Capital Projects	neutral	n/a	Budgeted amount	\$125,000	\$125,000		414
Roads - N Washington (W Cross to Emmet)	Positive	n/a	Engineer estimate	\$10,000	\$114,200		202
Roads - Huron River Drive (Cornell to LeForge) CE	Positive	n/a	Engineer estimate		\$200,000		202
Roads - Huron River Drive (Cornell to LeForge) CONSTRUCTION	Positive	n/a	Engineer estimate		\$587,500		202
Roads - Huron River Drive	Positive	n/a	Engineer estimate	\$175,000	\$25,000		202

(Cornell to LeForge) DE							
Roads - Oakwood (Sherman to Congress) & rail spur removal	Positive	n/a	Engineer estimate	\$175,950			202
Roads - Oakwood (Sherman to Congress) & rail spur removal	Positive	n/a	Engineer estimate	\$31,250			202
Roads - Oakwood (Sherman to Congress) & rail spur removal	Positive	n/a	Engineer estimate	\$125,000			202
Vehicles - Recycling/Yard Waste Rear Loader Truck (#612)	positive	10 years	mechanics' estimate		\$233,000		641
Vehicles - Bobcat Loader w Bucket (#128)	positive	10 years	mechanics' estimate		\$66,000		641
Vehicles - Brush Chipper (#642)	positive	10 years	mechanics' estimate		\$50,000		641
Vehicles - DPS Director (#102)	positive	8 years	mechanics' estimate				641
Vehicles - Dump Truck Salt Truck (#108)	positive	10 years	mechanics' estimate	\$176,000			641
Vehicles - Stake Truck (#126)	positive	8 years	mechanics' estimate	\$55,000			641
Vehicles - Stake Truck (#452)	positive	8 years	mechanics' estimate		\$60,000		641
Vehicles - Street Sweeper (#142)	positive	10 years	mechanics' estimate		\$245,000		641
Vehicles - Ordinance Officer Vehicle	positive	8 years	MSRP	\$25,000			641
Parking - Depot Town Capital Improvements	positive	10 years	Budgeted amount	\$70,000			414
Parking - ongoing lot improvements	positive	10 years	Budgeted amount		\$50,000		514
Parking Lot Concrete and Drains	Neutral	50	Quote	\$45,000			414
Roads - sidewalk replacement	Positive	30 years	Budgeted amount	\$12,000	\$12,000		495
Huron (Leforge to Forest) DE	Positive	n/a	Engineer estimate		\$100,000		641

There are 11 projects classified as Strategic in the first two years of the plan. These projects total \$275,000 in 21/22 and \$520,000 in 22/23. Strategic projects are intended to address long-term community needs and goals.

FY21/22 and FY 22/23 <i>Strategic Projects</i>							
Project Title	Long-Term Impact on O&M	Estimated Service Life (years)	Cost Basis	21/22 PC	22/23 PC	Notes	FUND
YFD Office/Building Maintenance	Positive	15		\$15,000			414
Senior Center Classroom Addition	Neutral	Unk			\$100,000		414
Senior Center Ventilation & Fire Suppression	Neutral	Unk			\$40,000		414
DPS office - breakroom reno	Neutral	10 years	prior cip	\$25,000			414
DPS Aggregate Material Stall	Positive	n/a	prior cip		\$30,000		414
DPS Propane Filling Station	neutral	7-10 years		\$60,000			414
Tablets & software for Building & Code enforcement	Positive	3-5 years	Quote	\$20,000	--		414
Residential Carts Replacement	Negative	unk	Grant award match	\$75,000			226
Huron Hamilton Road Diet Contribution	Neutral	n/a	MDOT est	\$25,000	\$150,000		414
I-94/Huron Street Pedestrian Bridge	Negative	n/a	MDOT est	\$30,000	\$175,000		414
Computer replacement	Neutral	n/a	Budgeted amount	\$25,000	\$25,000		414

There are no projects classified as Added Value in the first two years of the plan. Added Value projects improve the City in some dimension, but do not have a direct impact upon the City's regulatory compliance, safety, or long-term goal achievement, nor do they have a measurable return on investment.

RECOMMENDED ACTION: Resolution

ATTACHMENTS: Draft text of plan
 Complete Spreadsheet
 Project sheets
 List & location map of City-owned properties
 Resolution

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: _____

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____



Resolution No. 2021-099
May 18, 2021

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, the Charter of the City of Ypsilanti requires that Council adopt a Capital Improvements program on an annual basis; and

WHEREAS, the Planning Enabling Act requires that Council adopt a Capital Improvements program on an annual basis; and

WHEREAS, the City of Ypsilanti is pursuing renewal of its Redevelopment Ready Certification from the Michigan Economic Development Corporation, which likewise requires that a Capital Improvements Plan be adopted; and

NOW THEREFORE BE IT RESOLVED THAT the Ypsilanti City Council hereby adopt the Capital Improvement Plan for FY2021/2022 through FY2027/2028.

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 18 day of May 2021

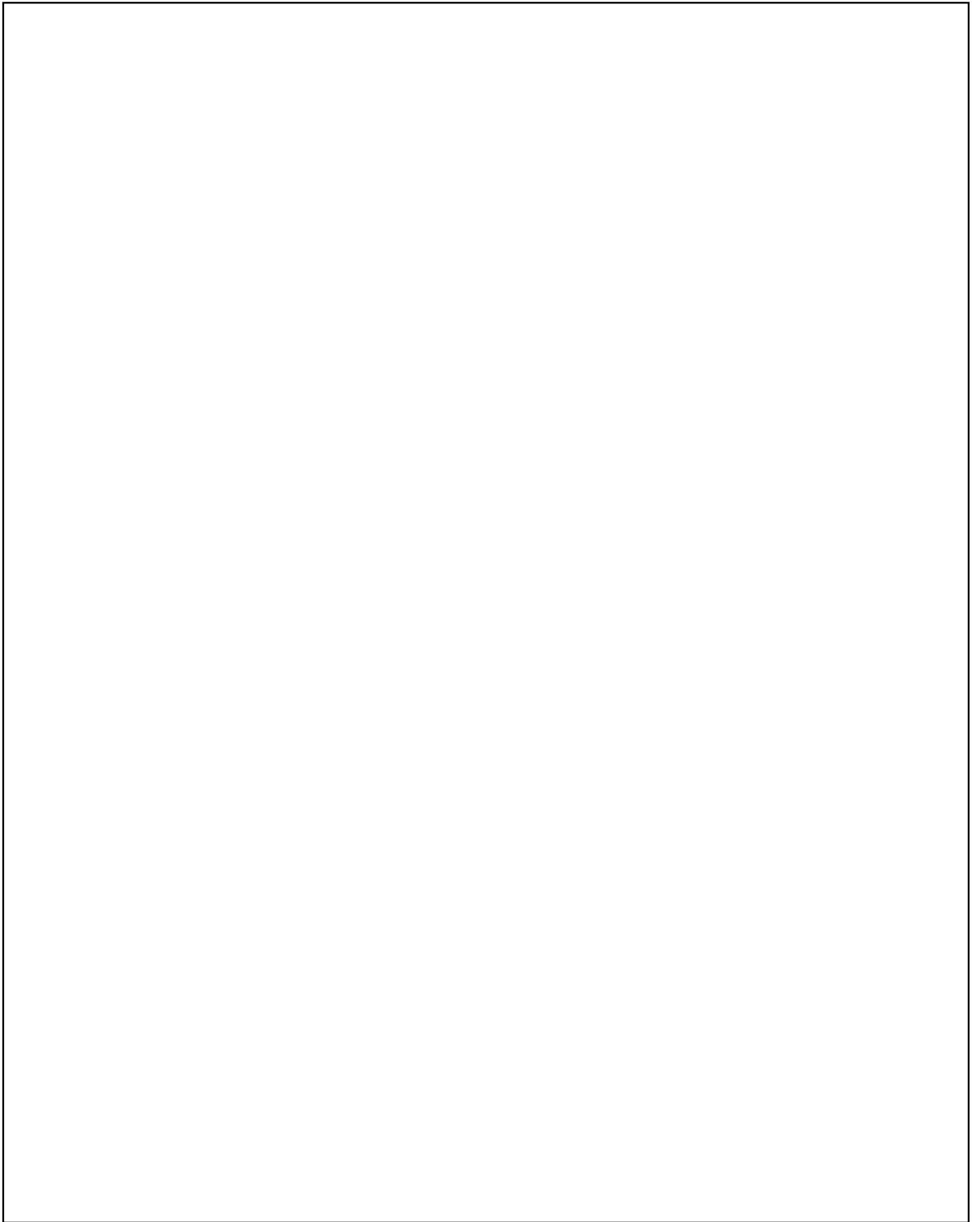
#Resolution No. 2021-099

Capital Improvement Plan

City of Ypsilanti, Michigan

FY 2021/2022– FY 2027/2028

DRAFT



Acknowledgements

Mayor

Lois Allen-Richardson

Mayor Pro-Tem

Nicole Brown

City Council

Nicole Brown

Brian Jones-Chance

Jennifer Symanns

Steve Wilcoxon

Anthony Morgan

Annie Somerville

City Manager

Frances McMullan

Financial Services

Rheagan Basabica

Public Services

Ron Akers

Bonnie Wessler

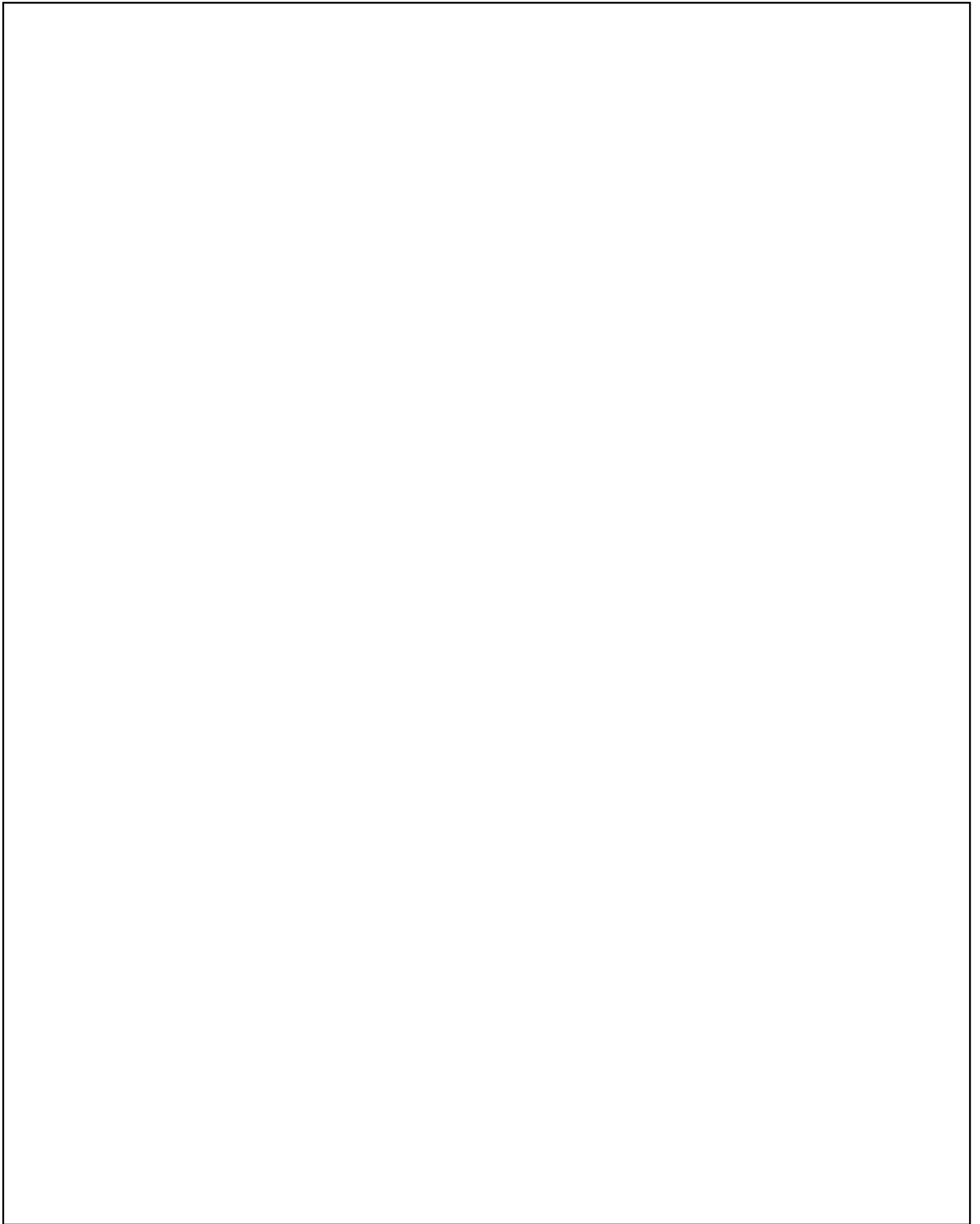


Table of Contents

Executive Summary

Background

- Introduction and Purpose
- Relationship between CIP and Budget
- Definition of Capital
- Assets

Process

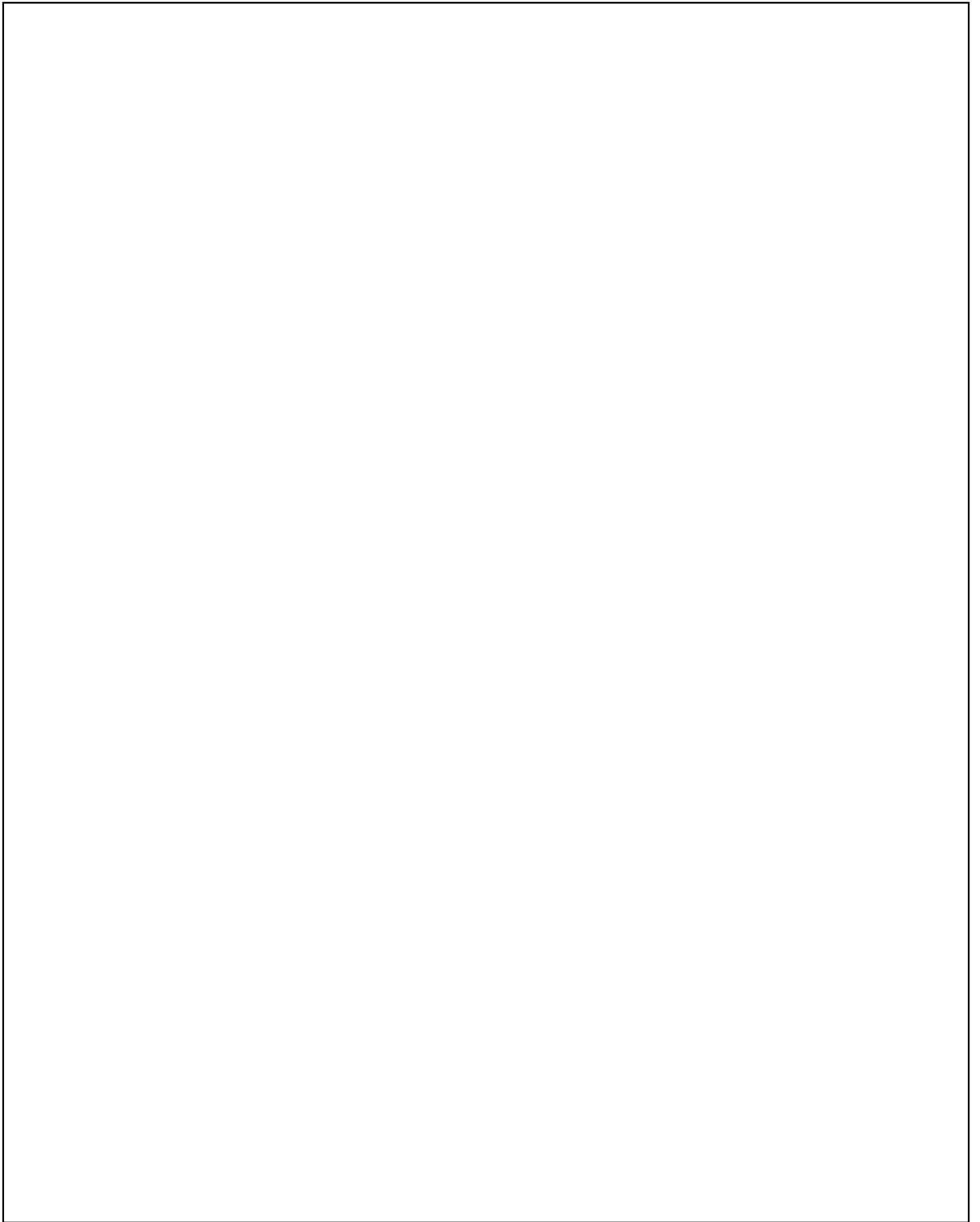
- Adoption
- Updates
- Transparency

Structure and Plan

- Justification
- Funding
- Plan Spreadsheet

Appendix

- Adopted Goals
- Planning Commission Resolution
- Vehicle Replacement Schedule
- City-owned Real Estate
- Project Sheets



Executive Summary

Every municipality has a portfolio of capital assets that it owns, maintains, and employs to help deliver services to its residents. These assets include equipment, vehicles, roads, bridges, buildings, storm water systems, parklands, parking facilities, and more.

Michigan municipalities are required by PA 33 of 2008 to assemble a six-year Capital Improvements Plan to maintain, improve, or remove these assets; the City of Ypsilanti's Charter similarly requires that a five-year capital program be adopted annually. This plan spans six fiscal years.

A Capital Improvement Plan (CIP) is a multi-year planning that identifies needs and financing sources for public assets. It complements the budget process, and provides valuable information to Council to aid in budget discussions. It includes information already included in the budget, but also incorporates information from other adopted plans and includes more in-depth information on individual projects, as well as projects further in the future. The Capital Improvements Plan is not prescriptive; as the needs and resources of the community change, so may its capital plans.

The CIP provides the link between planning and budgeting for capital expenditures to ensure that capital improvements are both fiscally sound and consistent with City long-range priorities, goals, and objectives.

Background

Introduction and Purpose

The quality of the infrastructure and community facilities in the City directly influences the quality of life that the City can provide. As community infrastructure and facilities age, continual improvements and updates are required to stay current with changing demands and needs. Currently, the City reviews department requests on an annual basis, incorporating them into its two year Resource Allocation Plan. In the midst of shrinking resources and increased deferred maintenance costs, a CIP is more important than ever. The Plan reflects six years' anticipated scheduling and costs for infrastructure, facilities, and equipment based on input from each City department.

A Capital Improvement Plan is a blueprint for planning a community's capital expenditures. It coordinates planning, financial capacity, and physical development, and is a management tool for the budget and planning processes. Upon adoption by the City Council, the CIP becomes a statement of city policy regarding the timing, location, character, and funding of future capital projects. The CIP represents City Council's best judgment at that time; however, future needs, financial constraints, and grant opportunities may result in programmatic changes over the six year period. Michigan municipalities are required by PA 33 of 2008 to assemble a six-year Capital Improvements Plan to maintain, improve, or remove assets; the City of Ypsilanti's Charter has a similar mandate.

Public Act 33 of 2008

"To further the desirable future development of the local unit of government under the master plan, a planning commission, after adoption of a master plan, shall annually prepare a capital improvements program of public structures and improvements, unless the planning commission is exempted from this requirement by charter or otherwise."

Article V, Section 11, Ypsilanti City Charter

"(a) Submission to City Council. The City Manager shall prepare and submit to the City Council a five-year capital program no later than the final date for submission of the budget.

(b) Contents. The capital program shall include:

- (1) A clear general summary of its contents;*
- (2) A list of all capital improvements and other capital expenditures which are proposed to be undertaken during the five fiscal years next ensuing, with appropriate supporting information as to the necessity of each;*
- (3) Cost estimates and recommended time schedules for each improvement or other capital expenditure;*
- (4) Method of financing, upon which each capital expenditure is to be reliant; and*
- (5) The estimated annual cost of operating and maintaining the facilities to be constructed or acquired.*

The above shall be revised and extended each year with regard to capital improvements still pending or in process of construction or acquisition. "

Relationship between CIP and Adopted Plans

The CIP is a tool in implementing the long-range goals of the adopted master plan, recreation plan, nonmotorized plan, climate action &/or sustainability plans, as well as the more immediate annual Council-adopted goals. Many of these goals call for physical improvements, not just policy updates; ensuring that these improvements are planned and budgeted for is a practical step towards implementation. The Master Plan (2013) goals and the 2021 adopted Council Goals are shown below; goals of the Climate Action Plan (2012), Energy Plan (2018), Parks and Recreation Master Plan (2020), and Urban Forestry Management Plan (2012) are included in Appendix A.

Council Adopted Goals 2021 (Res. 2021-022)

1. Communications and Connection
 - a. Refresh and upgrade city website and functionality, including accessibility for visually impaired.
 - b. Develop comprehensive communication plan – including hiring director.
 - c. Seek governmental partnerships/agreements with neighboring cities.
2. Community safety
 - a. Hire a social worker within YPD for support and crisis intervention and create Mental Health Response Team.
 - b. Implement Community Policing philosophy to enhance safety of all residents, businesses, and visitors, and eradicate gun violence and shooting. Promote community security.
3. Infrastructure
 - a. Commons
 - i. Allocate funds to repair city sidewalks.
 - ii. Continue to upgrade existing park facilities and maintenance.
 - iii. Create community warming space.
 - b. Housing
 - i. Establish policy for making current housing more affordable to address issues of housing insecurity.
 - c. Safety
 - i. Explore new and creative options for increased traffic calming and crosswalk safety in neighborhoods and main streets.
 - d. Sustainability
 - i. Increase recycling (current levels are about 50% lower than the region)
 - ii. Create resilience hubs.
 - e. Building
 - i. Equitably develop long-term vacant sites in the city, including Water Street.
4. Council Staff Workflow
 - a. Do a compensation study of non-Union employees, including council, to structure the salary scale and allow for implementation of raises.
 - b. Explore regional transit and available grant funding.
 - c. Complete the Master Plan and Sustainability Plan and update the Parks and Recreation Plan.
5. Council Staff Development
 - a. Develop positive staff/council work relations (communication, team building, etc.)
 - b. Develop a student program with WCC, EMU, and YCS for city and civic work with council and city staff, including admin support for council.
 - c. Create framework for organization diversity and inclusion through more effective recruiting, staffing, and promotion for city staff.

Shape Ypsilanti (Master Plan, 2013)

- Safety comes first
- Diversity is our strength
- Ypsilanti is sustainable
- Communication is key
- Anyone, no matter what age or income, can find a place to call home in Ypsilanti
- Anyone can easily walk, bike, drive or take transit from anywhere in Ypsilanti and to anywhere else in Ypsilanti and beyond
- Ypsilanti is a great place to do business, especially the green and creative kind
- Everyone in the region knows Ypsilanti has great things to do in great places that are in great shape!
- Ypsilanti is an asset of Eastern Michigan University, and Eastern Michigan University is an asset of Ypsilanti
- We can only achieve our vision by building a community amongst ourselves and with our neighbors

Relationship between CIP and Budget

The CIP helps to make capital spending more predictable and transparent. The CIP does not address all of the capital expenditures for the City, nor all of the significant budget items, such as debt service, but provides for physical improvements and purchases that are permanent in nature, including the basic facilities, services, and installations needed for the functioning of the community. The intent is to have the first year of the CIP align with the proposed capital budget for the current fiscal year. The remaining years of the CIP serve as a financial plan for capital investments.

Definition of Capital

Capital projects and improvements are major non-recurring tangible assets and projects including:

1. Replacements and improvements greater than or equal to \$10,000;
2. "Program" of projects whose total is greater than or equal to \$10,000; or
3. Equipment purchases greater than or equal to \$10,000 and a service life of at least 5 years.
4. Any planning, feasibility, engineering, or design study related to an individual capital improvement project or to a program that is implemented through individual capital improvements projects, provided that the cost is \$10,000 or more and will have a useful life of three years or more.
5. Any planning, feasibility, engineering, or design study costing \$25,000 or more that is not part of an individual capital improvements project or a program, that is implemented through individual capital improvements projects.

Private Sector vs Public

In the private sector, the Generally Accepted Accounting Principles (GAAP) and tax implications guide the delineation between what is a capital cost and what is an expense. Although public institutions do not generally concern themselves with tax implications in this regard, and have much greater leeway when designating what constitutes capital costs, following the concepts behind the GAAP helps the capital planning process be more legible to those members of the public who may be more familiar with these standards. Capital costs, per GAAP, are considered to be those that become a physical asset of your institution and are typically large costs. For example, a vehicle or building construction/purchase is considered a capital expenditure.

6. Any acquisition of land for a public purpose that is not part of an individual capital improvements project or a program that is implemented through individual capital improvements projects, provided that the cost is \$25,000 or more.

Examples include construction, expansion, or renovation of a public building; water line upgrades and extensions, major equipment; the acquisition of land for public use; or new storm and sanitary sewers. The adoption of a common definition assists in determining what projects are part of the capital improvement program versus those that are part of the general budget. Typically, leases are not a capital cost because the institution does not bear the cost of depreciation nor is the item an asset. Note that this does not align, nor does it need to align, with the spending authorization limits placed on staff &/or Council, nor does this definition necessarily align with what projects/items are *capitalized*.

Expenses

An *expense* is the cost for anything required to keep the City running on a daily basis. Typically these items are consumed or used either immediately or over the course of a year. In the private sector, the costs can often be deducted as business expenses each year at tax time. Usually, general repair and maintenance costs are considered expenses. For example, if a vehicle stops working, the part needed to repair it should be categorized as an expense, because the expenditure was necessary to return your vehicle to its previous working condition. Similarly, expenses for maintenance work that keeps equipment or facilities functioning properly during the course of its expected lifetime are considered regular business expenses.

Determining the Differences

In the private sector, two factors determine whether an expense is a repair versus capitalized expense - lifespan and value. A repair keeps equipment or buildings functioning on the same level. Work considered to be an improvement to the physical space or that significantly extends the lifespan of equipment to the point of increasing the asset's actual value is considered a capital cost. For example, if while moving furniture around in your office you smash a hole in the wall, the materials needed to repair the hole and repaint the wall would be considered a repair or maintenance expense, because you were returning the room to its previous condition. As another example, if during a storm a falling tree created a hole in a pavilion roof, the materials needed to repair the hole would be considered a repair or maintenance expense, because we're returning the pavilion to its previous condition. However, if we renovated the pavilion to make it larger and add an outdoor fireplace, the expenditure would be categorized as a capital cost, because we would be adding to the value of the asset.

Only the projects that meet the definition of a capital project or capital improvement are included in the capital improvement program. A capital improvement project can include one or more of the following:

- **Building Maintenance:** the repair, replacement, or upgrades of exterior and interior walls, roofs, furnishings and similar non-mechanical features that significantly extend a building's life. Examples include new roofs, windows and doors, tuck pointing and masonry repair, interior and exterior painting, carpeting and some furniture.
- **Building Equipment:** the repair or replacement of heating, ventilation, and air conditioning (HVAC) systems.
- **Building Construction:** includes the erecting of new buildings and additions that add usable floor space for staff and patrons.
- **Interior Equipment:** includes all equipment critical to the functioning of the city such as computers, telephones, cameras and voting machines.

- **Heavy Equipment:** includes apparatus used by the fire department and department of public services. Examples are lifesaving equipment, vehicle hoists, and similar specialized mechanisms that last for several years.
- **Vehicles:** encompasses cars, trucks, and grounds maintenance equipment. Vehicles are considered part of the motor pool that is maintained by the Department of Public Services. For the purpose of the capital improvements plan, vehicles are attached to their respective departments.
- **Infrastructure:** includes below grade, at grade and above grade (non-building) improvements. Examples include stormwater, streets and sidewalks, playground equipment, bike lanes, landscape, and fences.

Assets

When planning for capital improvements, it is important to understand what the City is responsible to maintain. Even without planning for any major improvements, the City has a responsibility to maintain the level of service to the community and bring capital assets, facilities, and infrastructure into compliance with local, state, and federal laws.

Identifying all community assets, whether or not they are owned and maintained by the City of Ypsilanti, is beneficial for project coordination and long-term planning. At this time, many community assets are actually operated by a separate entity, including the Ypsilanti District Library Michigan Avenue branch, the Highland Cemetery, the City's water supply and wastewater infrastructure, the City's electricity and natural gas, Ypsilanti Community Schools buildings, and Eastern Michigan University assets. While these assets do not factor into the City's annual capital budgeting process, they often affect the City's capital improvement projects. Sometimes circumstances change and it is possible that the City may be required to support a particular asset if the current authority or agency decides they no longer have the capacity to operate these facilities; Highland Cemetery is one such asset.

Town and Gown

Eastern Michigan University (EMU) employs over 2,500 people and the campus is over 800 acres, making it the largest employer and single largest land holder in the city. As a state university EMU is exempt from local taxes and many ordinances, but remains an important partner in planning for capital improvements. This Plan gives the City and the University a foundation for increased future coordination on various capital projects. While independent from the City, EMU is an important community asset for the City of Ypsilanti.

Utilities

Ypsilanti Community Utilities Authority (YCUA) provides water and wastewater services to property owners based on user fees. Water and wastewater services are essential community assets to residents and business owners, but these utilities are not owned nor operated by the City of Ypsilanti.

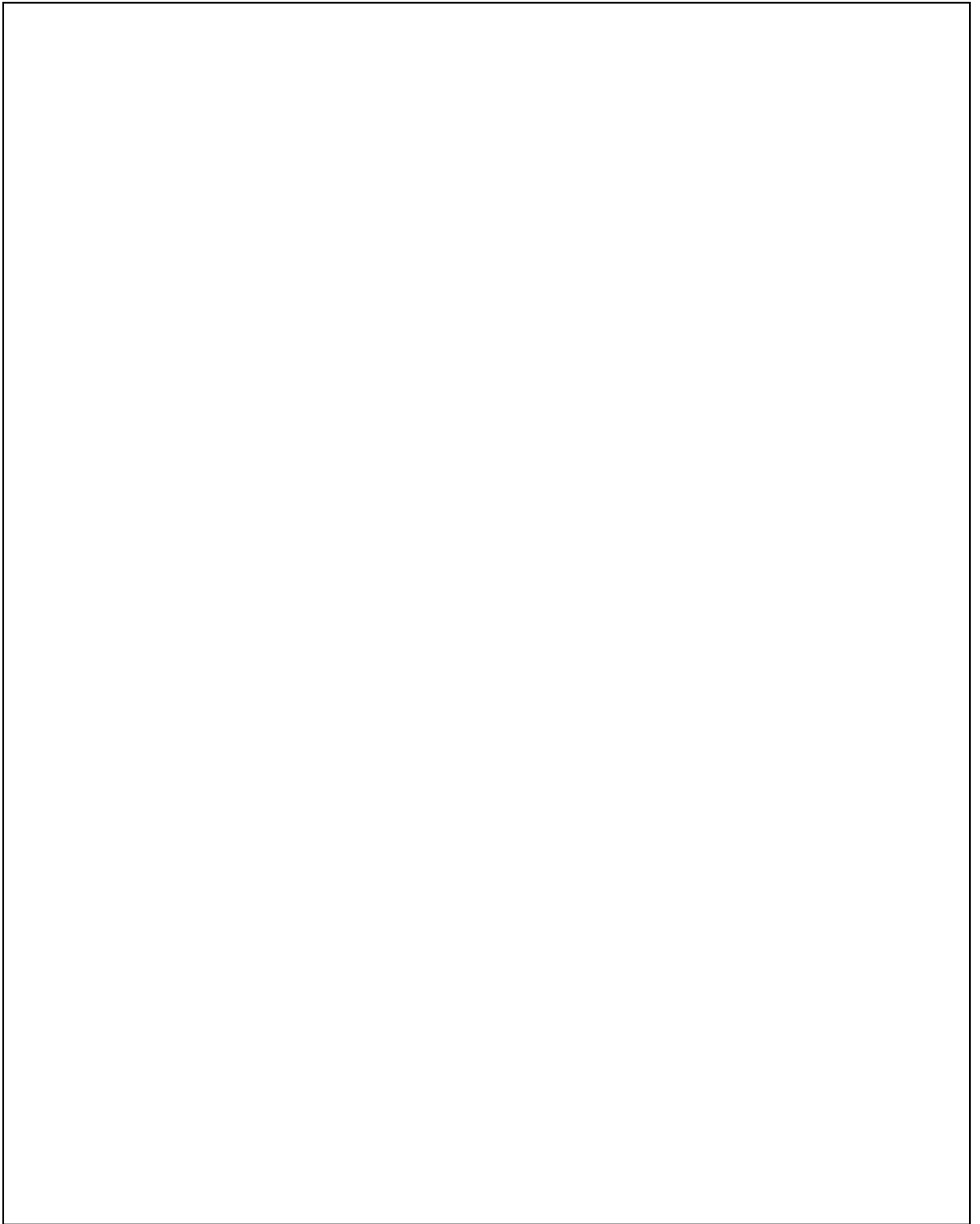
DTE owns and operates electricity for the City, and also is responsible for the maintenance of much of the City's public lighting. Notably, however, the City has opted for certain designs of lighting that are outside the usual DTE portfolio, including the West Cross business district lighting and the Downtown/Depot Town Granville-style green posts; the City bears the full cost for replacement of these nonstandard fixtures.

The City of Ypsilanti is responsible for the vast majority of stormwater drains in the right-of-way; however, Ypsilanti Community Schools (YCS) is responsible for its own stormwater management and the office of the Washtenaw County Water Resources Commissioner maintains some portions, largely on the west side of the City, as well. Eastern Michigan University's stormwater system is considered to be nested within the City's. These stormwater systems are regulated under the National Pollution

Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) permit system, administered by Michigan's Department of Energy, Great Lakes, and the Environment (EGLE). Stormwater infrastructure is currently supported largely via roads funding.

Solid waste collection is provided by the City via contract; and single-stream curbside recycling and yard waste collection are provided by City staff. The City contracts with Recycle Ann Arbor to allow City residents to use their services at a reduced rate. These services are supported by a tax millage levy of approximately 2.7 mills.

DRAFT



Process

2020/2021 Process

The CIP development process for FY21/22 was similar to the process in FY20/21, and still has room to improve. The process began in November 2020, approximately two months after the ideal process laid out in the next few pages. To develop this plan, previous budgets and plans were examined; department heads were asked mid-December to submit sheets detailing planned capital projects for the coming six years; and the WATS TIP and LRP were consulted. This year's process was challenged by the disruption to normal business caused by the pandemic, but we hope and plan for a return to normalcy in 2022.

Adoption (2022 and beyond)

The annual adoption and update process are governed by both PA 33 of 2008 – commonly called the Planning Enabling Act- and Article V, Finance, Section 11 of the City Charter. The CIP adoption processes prescribed by each can be and have been interpreted to complement each other.

The process will include the following groups:

- **CIP Committee:** reviews Master Plan documents and annual City Council goals, organizes CIP kickoff meeting, finalizes project schedule, and prepares the CIP. Looks for opportunities to coordinate with YCUA, EMU, MDOT and other partners to maintain infrastructure serving the City of Ypsilanti. Led by City Manager.
- **Planning Commission:** reviews recommendations, provides feedback to the CIP Committee and City Manager. In 2020, this review did not take place due to disruptions to normal business at the onset of the pandemic; this year, the review occurred in April.
- **City Council:** reviews recommendations, receives public input, conducts public hearing(s), and adopts the CIP. Uses CIP in budget discussions.
- **Residents** are encouraged to participate in plan development by working with the various boards and commissions and City Council at public hearings, town halls, and open houses.

The quality of the infrastructure and community facilities in the City directly influences the quality of life that the City can provide. As community infrastructure and facilities age, continual improvements and updates are required to stay current with changing demands and needs. The CIP cannot simply be adopted once; it must be a living document that is updated annually. This document can be a “cheat sheet” for annual budget updates, provided that it is maintained.

At the end of every calendar year, midpoint in the budget year, each department will provide the Department of Public Services with updated information regarding their assets and projects, which will be used to update the CIP. At the beginning of the calendar year, Finance will use this information to develop the draft budget for the coming fiscal year. When Council forms their annual goals, they will

Page 15 of 35

FINAL DRAFT

CIP Committee

City Manager is responsible for supervising the administration of city government. They manage and supervise all departments, agencies, and officers, as well as provide leadership and direction in the implementation of policies and goals set by Council. Reports to City Council.

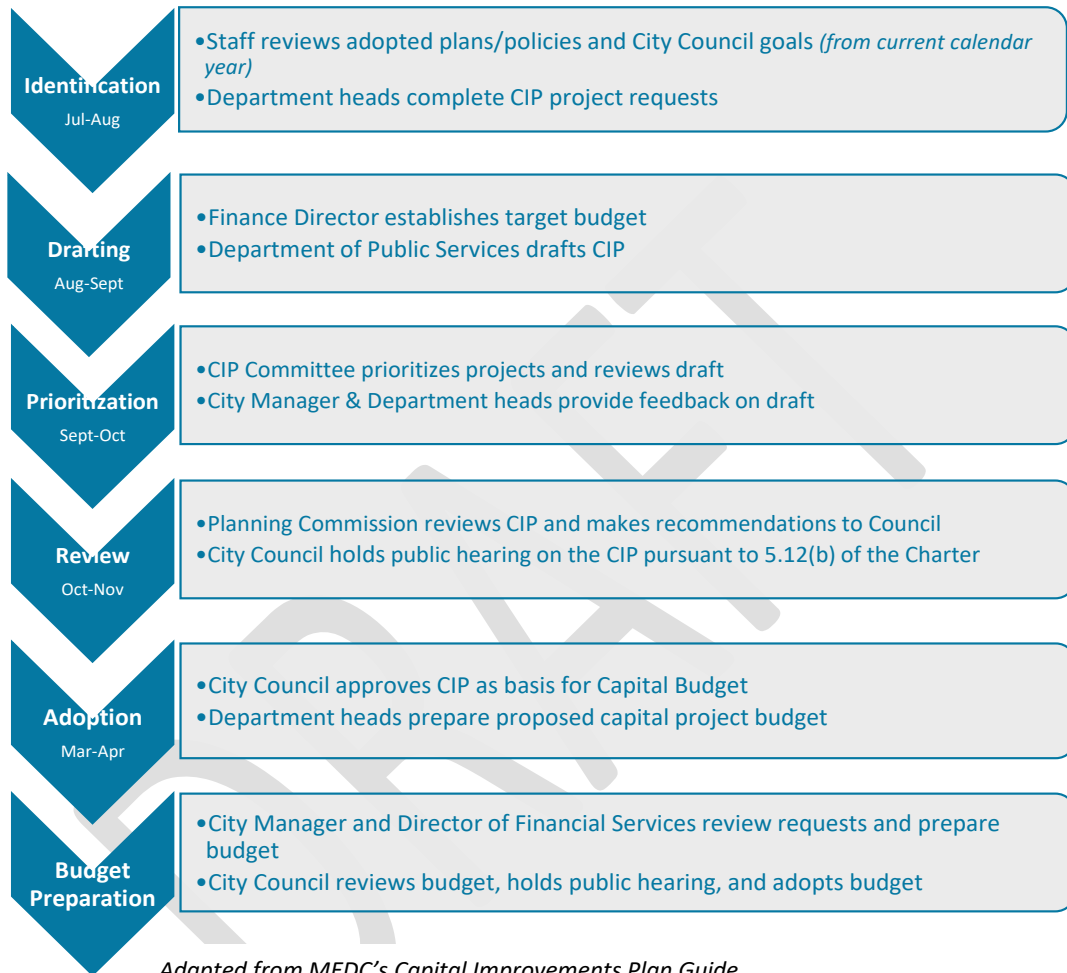
Director of Financial Services is responsible for the overall direction of the Accounting and Treasury divisions. Supervises a small work force of clerical, technical, and accounting personnel who compile the annual budget, manage the investments and accounts of the City, and coordinate/prepare the City Audit. Reports to the City Manager.

A City Council representative serves to ensure that the CIP process incorporates the policy positions of Council.

A Planning Commission representative serves to ensure the process incorporates local development trends and the future plans adopted by the City.

have a prioritized list of capital improvements that helps inform their decisions about non-policy expenditures, which in turn will drive the final adopted budget.

Figure 1. Target Capital Improvement Program Process/Timing



Structure

Capital planning is an ongoing process that requires long-term planning and annual budgeting. The Plan is organized by project and by fiscal year; it can be sorted by Department or Justification. Note, however, that some capital needs may require spending in multiple years. One example is large infrastructure projects, which may require engineering and design some years prior to construction; also note that the “construction season” (May-October) spans two fiscal years for the City. In previous years, the plan was organized by spending category, but this has not proven to be intuitive or useful, and has been eliminated this year and going forward.

Project Justification

An essential component of the Capital Improvement Program is to establish a framework for capital project selection. To aid these choices, projects are categorized into one of five categories: regulatory/mandatory, strategic, discretionary cost/risk avoidance, and discretionary. These categories provide the framework for making capital project decisions in order to ensure the City’s financial viability, improve and maintain levels of service and legal compliance, provide equitable community development, and meet other strategic goals.

Mandatory

The projects in this category address legal, regulatory, or contractual requirements. This category could include such projects as the installation of sidewalk ADA ramps per the City’s court settlement, or the purchase of staff personal protective equipment called for by contract or MIOSHA standards.

Risk Avoidance

This includes, but is not limited to, projects that address a safety issue for Ypsilanti’s residents, workers, and visitors. This may include replacing a roof on a public facility, remediation for environmental issues in City facilities, bridge repair or replacement, or dam removal. In this category are also projects that may cost a significant amount of money now, but either have a direct return on investment (such as investment in energy efficiency), or the less-obvious avoidance of significant costs, such as replacement rather than repair, catastrophic damage, or legal settlements.

Strategic

These projects address long-term community needs and goals. They may be part of multiyear strategies for economic, social, or environmental sustainability, and have likely been identified in Shape Ypsilanti, the Parks and Recreation master plan, the Climate Action Plan, Reimagine Washtenaw, or another adopted plan or policy, or they may be new opportunities that strongly align with or further one of the goals of these documents.

Added Value

These are projects that are generally considered “nice to have.” They are projects that would improve the City in some manner, but do not have a significant safety impact, improve regulatory compliance, further the long-term strategic goals of the City in a meaningful way, or have a quantifiable return on investment. However, these are projects that would bring value to the City’s residents.

Funding

Funding for capital improvement projects came from various sources including capital funds, federal and state grants, local contributions, charges for services, transfers, and special designated funds. Grant funding is generally not identified as a funding source in this document unless and until that grant has been secured or it is distributed in a formulaic and reliable manner.

Notably, many of the sources of funding have certain restrictions on their use, and are budgeted accordingly into designated funds. Parking revenue is directed into fund 514, and many of the expenses associated with parking are paid out of that fund as well. Other special funds include trash and recycling (224), motorpool (641), major streets (202), local streets (203), and sidewalks (495). For the most part, these special funds are expected to be self-supporting, but from time to time may require subsidization from the general fund. Grants come in many shapes and forms. Grants generally are distributed in two ways: by formula, or competitively. Community Development Block Grants (CDBG) are an example of a grant distributed via formula; Natural Resources Trust Fund is an example of a grant distributed competitively. There are grants that are given up-front and grants that are given via reimbursement; there are even certain projects, such as federal aid roads or certain transportation grants, where a state agency floats all the costs then sends us a bill for the portion of the work that is our responsibility. As such, grant amounts may be highly variable or somewhat predictable, and funding may come for a project concurrent with it or afterwards. In the case of federal aid road projects These are factors which play into some of the project distributions seen in the tables following.

Common Capital Funds

Fund	Description	Source	Department
202	Major Roads	Michigan Transportation Fund (Act 51)	DPS
203	Local Roads	Michigan Transportation Fund (Act 51)	DPS
226	Garbage and Rubbish Collection	Sanitation millage, general fund	DPS
414	Capital Improvement	General Fund	Manager/Finance
495	Sidewalk	Metro Act, CDBG, General Fund	DPS
514	Parking	Parking meter, permit, and ticket revenue	DPS
641	Motorpool	Internal transfers from departments	Manager/Finance

*The Plan***Capital Improvements Requests 2021/22 through 2027/28**

Key	Dept	Project Title	Justification	21/22	22/23	23/24	24/25	25/26	26/27	27/28	Fund
73	CED	Tablets & software for Building & Code enforcement	Strategic	\$20,000	--						414
72	CED	Vehicles - Ordinance Officer Vehicle	Risk avoidance	\$25,000							641
35	DPS	Roads - N Washington (W Cross to Emmet)	Risk avoidance	\$10,000	\$114,200						202
88	DPS	Roads - sidewalk replacement	Risk avoidance	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000	495
85	DPS	Huron Hamilton Road Diet Contribution	Strategic	\$25,000	\$150,000						414
20	DPS	DPS office - breakroom reno	Strategic	\$25,000							414
87	DPS	I-94/Huron Street Pedestrian Bridge	Strategic	\$30,000	\$175,000						414
84	DPS	W Cross Parking Lane Contribution	Mandatory	\$50,000							202
61	DPS	Vehicles - Stake Truck (#126)	Risk avoidance	\$55,000							641
18	DPS	Bridge - Cross Street	Mandatory	\$60,000							202
27	DPS	DPS Propane Filling Station	Strategic	\$60,000							414
76	DPS	Parking - Depot Town Capital Improvements	Risk avoidance	\$70,000							414
81	DPS	Residential Carts Replacement	Strategic	\$75,000							226
29	DPS	Parks - Capital Projects	Risk avoidance	\$125,000	\$125,000	\$125,000	\$125,000	\$125,000			414
41	DPS	Roads - ADA sidewalk ramps (construction)	Mandatory	\$140,000	\$120,000	\$120,000	\$120,000	\$120,000	\$120,000	\$120,000	495
36	DPS	Roads - Huron River Drive (Cornell to LeForge)	Risk avoidance	\$175,000	\$787,500	\$787,500					202
50	DPS	Vehicles - Dump Truck Salt Truck (#108)	Risk avoidance	\$176,000							641
19	DPS	Bridge - Forest St	Mandatory	\$186,250	\$156,250						202
37	DPS	Roads - Oakwood (Sherman to Congress) & rail spur removal	Risk avoidance	\$332,200							202
21	DPS	DPS Aggregate Material Stall	Strategic		\$30,000						414
77	DPS	Parking - ongoing lot improvements	Risk avoidance		\$50,000	\$50,000	\$50,000	\$50,000	\$50,000		514
45	DPS	Vehicles - Brush Chipper (#642)	Risk avoidance		\$50,000						641

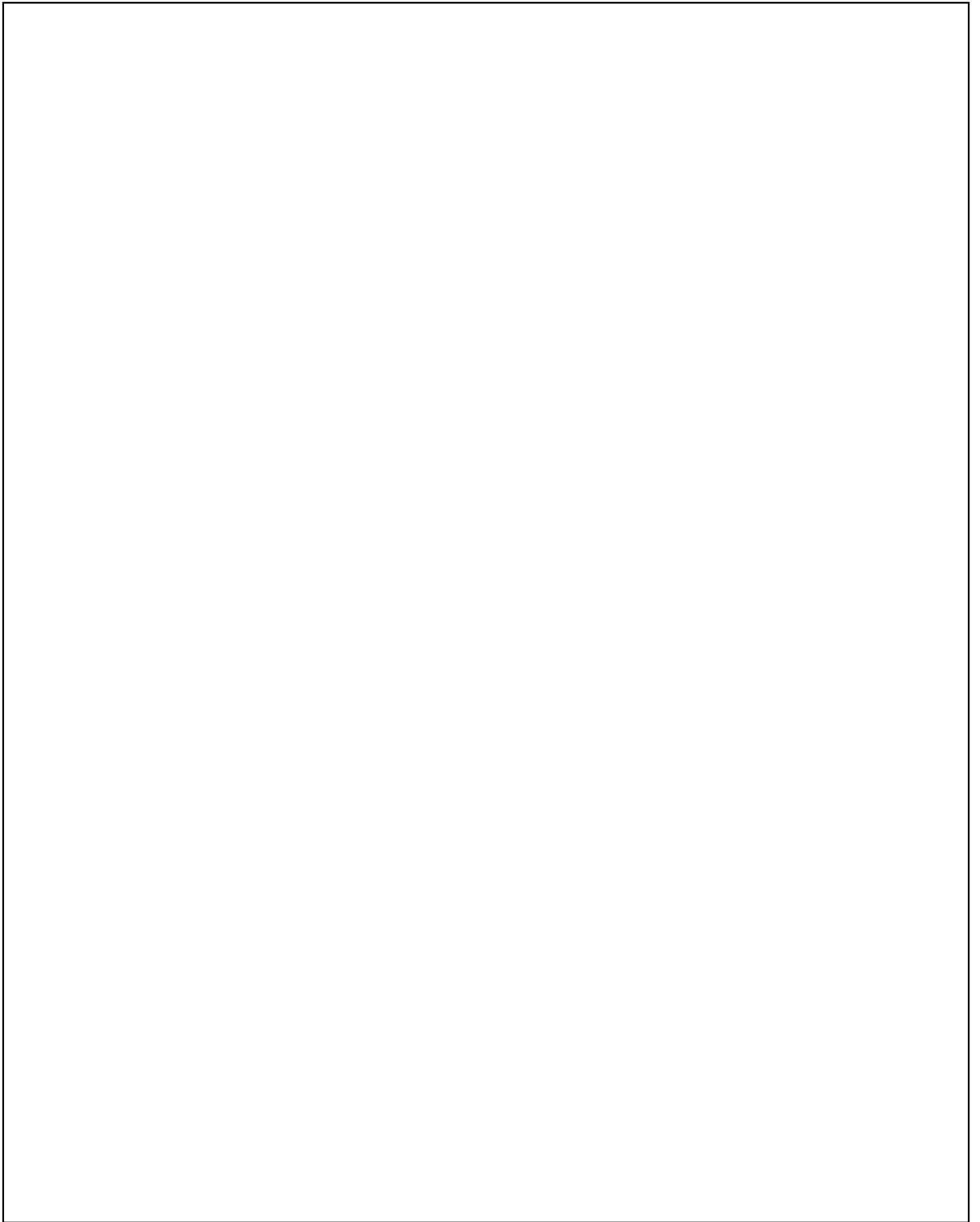
Key	Dept	Project Title	Justification	21/22	22/23	23/24	24/25	25/26	26/27	27/28	Fund
62	DPS	Vehicles - Stake Truck (#452)	Risk avoidance		\$60,000						641
44	DPS	Vehicles - Bobcat Loader w Bucket (#128)	Risk avoidance		\$66,000						641
42	DPS	Vehicles - Recycling/Yard Waste Rear Loader Truck (#612)	Risk avoidance		\$233,000						641
65	DPS	Vehicles - Street Sweeper (#142)	Risk avoidance		\$245,000	--					641
48	DPS	Vehicles - DPS Director (#102)	Risk avoidance			\$28,000					641
22	DPS	DPS North Pole Barn Concrete Pad	Risk avoidance			\$60,000					414
63	DPS	Vehicles - Stake Truck (#131)	Risk avoidance			\$60,000					641
83	DPS	Stake Truck (#131)	Risk avoidance			\$60,000					641
51	DPS	Vehicles - Dump Truck Salt Truck (#109)	Risk avoidance			\$187,000					641
38	DPS	Roads - S Adams (Michigan to Catherine)	Risk avoidance			\$199,500	\$169,700				202
54	DPS	Vehicles - Garden Tractor (#443)	Risk avoidance				\$15,000				641
55	DPS	Vehicles - Garden Tractor (#446)	Risk avoidance				\$15,000				641
23	DPS	DPS Paved Parking + ADA space	Strategic				\$50,000				414
49	DPS	Vehicles - Dump Truck (#104)	Risk avoidance				\$60,000				641
89	DPS	Roads - Harriet (Hawkins to Huron)	Risk avoidance				\$80,000	\$140,000	\$140,000		202
33	DPS	Roads - Harriet (First to Hawkins)	Risk avoidance				\$92,000	\$162,500	\$162,500		202
52	DPS	Vehicles - Dump Truck Salt Truck (#111)	Risk avoidance				\$187,000				641
58	DPS	Vehicles - Recycling/Yard Waste Rear Load Packer (#607)	Risk avoidance				\$233,000				641
67	DPS	Vehicles - DPS Enviro Foreman (#610)	Risk avoidance					\$35,000			641
68	DPS	Vehicles - DPS Supervisor (#101)	Risk avoidance					\$35,000			641
32	DPS	Roads - Cornell (Kingwood to HRD)	Risk avoidance					\$136,000	\$238,000	\$238,000	202
53	DPS	Vehicles - Dump Truck Salt Truck (#112)	Risk avoidance					\$187,000			641
56	DPS	Vehicles - Garden Tractor (#444)	Risk avoidance						\$15,000		641
69	DPS	Vehicles - Utility Snow Removal Vehicle (#441)	Risk avoidance						\$25,000		641
82	DPS	Wacker Loader w/Bucket (#440)	Risk avoidance						\$75,000		641
59	DPS	Vehicles - Signal Shop Aerial Lift Truck (#122)	Risk avoidance						\$90,000		641
90	DPS	Roads - Cornell (Washtenaw to Kingwood)	Risk avoidance						\$115,000		202
15	Facility Partner	Senior Center Electrical & HVAC	Risk avoidance		\$40,000						414

FINAL DRAFT

City of Ypsilanti Capital Improvement Plan

FY21/22– 27/28

Key	Dept	Project Title	Justification	21/22	22/23	23/24	24/25	25/26	26/27	27/28	Fund
17	Facility Partner	Senior Center Ventilation & Fire Suppression	Strategic		\$40,000						414
16	Facility Partner	Senior Center Classroom Addition	Strategic		\$100,000						414
14	Facility Partner	Parkridge Classroom Expansion	Strategic			\$300,000					414
1	Finance	Chart of Accounts Update	Mandatory	\$20,000							414
91	Finance	Computer replacement	Strategic	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	414
75	Manager	Peninsular Dam Removal	Mandatory		\$2,700,000						414
74	Manager	Amtrak Train Stop	Strategic							\$5,500,000	414
12	YFD	YFD Office/Building Maintenance	Strategic	\$15,000							414
11	YFD	YFD HVAC	Risk avoidance	\$35,000	--						414
80	YFD	Parking Lot Concrete and Drains	Risk avoidance	\$45,000							414
7	YPD	DSS Logger	Mandatory	\$4,500	\$4,500						414
5	YPD	In Car Camera System	Mandatory	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000		414
4	YPD	Axon Body Cameras	Mandatory	\$15,108	\$15,108						414
8	YPD	Vehicles - PD Vehicles	Risk avoidance	\$90,000	\$90,000	\$90,000	\$90,000	\$90,000	\$90,000	\$90,000	641



Adopted Goals

Council Goals (2021-022)

- Communications and Connection
 - Refresh and upgrade city website and functionality, including accessibility for visually impaired.
 - Develop comprehensive communication plan – including hiring director.
 - Seek governmental partnerships/agreements with neighboring cities.
- Community safety
 - Hire a social worker within YPD for support and crisis intervention and create Mental Health Response Team.
 - Implement Community Policing philosophy to enhance safety of all residents, businesses, and visitors, and eradicate gun violence and shooting. Promote community security.
- Infrastructure
 - Commons
 - Allocate funds to repair city sidewalks.
 - Continue to upgrade existing park facilities and maintenance.
 - Create community warming space.
 - Housing
 - Establish policy for making current housing more affordable to address issues of housing insecurity.
 - Safety
 - Explore new and creative options for increased traffic calming and crosswalk safety in neighborhoods and main streets.
 - Sustainability
 - Increase recycling (current levels are about 50% lower than the region)
 - Create resilience hubs.
 - Building
 - Equitably develop long-term vacant sites in the city, including Water Street.
- Council Staff Workflow
 - Do a compensation study of non-Union employees, including council, to structure the salary scale and allow for implementation of raises.
 - Explore regional transit and available grant funding.
 - Complete the Master Plan and Sustainability Plan and update the Parks and Recreation Plan.
- Council Staff Development
 - Develop positive staff/council work relations (communication, team building, etc.)
 - Develop a student program with WCC, EMU, and YCS for city and civic work with council and city staff, including admin support for council.

FINAL DRAFT

- Create framework for organization diversity and inclusion through more effective recruiting, staffing, and promotion for city staff.

Master Plan (2013)

- Safety comes first
- Diversity is our strength
- Ypsilanti is sustainable
- Communication is key
- Anyone, no matter what age or income, can find a place to call home in Ypsilanti
- Anyone can easily walk, bike, drive or take transit from anywhere in Ypsilanti and to anywhere else in Ypsilanti and beyond
- Ypsilanti is a great place to do business, especially the green and creative kind
- Everyone in the region knows Ypsilanti has great things to do in great places that are in great shape!
- Ypsilanti is an asset of Eastern Michigan University, and Eastern Michigan University is an asset of Ypsilanti
- We can only achieve our vision by building a community amongst ourselves and with our neighbors

FINAL DRAFT

Climate Action Plan (2012)

<u>Buildings</u>	<u>Infrastructure</u>	<u>Land Use And Transportation</u>	<u>Culture Change</u>
• Implement Commercial Lighting Retrofits and Weatherization • Install and Promote Building Lighting Sensors • Pursue Solar Thermal and Photovoltaic Opportunities • Incorporate Green Building Standards • Create Energy Efficient Rental Housing Certification • Promote Residential Weatherization Programs	• Upgrade Street Lights to LEDs • Increase Street Tree Canopy • Upgrade Wastewater Plan Controls and Promote Residential Water Efficiency • Increase Recycling Rates Through Competition • Place Artistic Trash and Recycling Bins Throughout Community • Create Kitchen Compost Drop-Off System	• Complete Network of Bicycle Facilities • Provide Parking Alternatives and Cash-out Options for Employees • Pursue Implementation of Transit Master Plan • Provide More Visibility for Alternative Transit • Create and Promote Bike Sharing and Car-Sharing Programs • Prioritize Infill Development Opportunities in Master Plan Update	• Encourage Conservation Through Energy Competition • Community Sustainability Library • Residential Energy Education • Encourage Employees to Live in Ypsilanti • Promote City Successes to Lead by Example • Include Stewardship, Engagement and Sustainability Education in Schools

FINAL DRAFT

Energy Plan (2018)

- Improve municipal building performance.
- Identify and implement clean energy projects.
- Increase energy efficiency and renewable energy funding through internal and external sources.
- Sustain the city's revolving loan fund.
- Establish an Energy Manager position.
- Incorporate this energy plan into the scope of work for the city's Sustainability Commission
- Promote and strengthen energy management policies and procedures.
- Improve knowledge of energy management and sustainable design among city staff, appointed and elected officials.
- Improve the data-driven approach to managing energy use.
- Establish a process to analyze data to determine energy use trends and billing errors.
- Improve communications with facility managers, utility providers, and relevant contractors to resolve issues quickly.
- Improve energy and sustainability-related communication resources.
- Promote and share energy reduction achievements and projects with staff and residents.

FINAL DRAFT

Urban Forestry Management Plan (2012-2020)**Resource Management**

- Perform all high priority maintenance recommendations identified in the tree inventory during Years 1–4 of the eight-year management program. This will involve the removal of 878 trees and the pruning of 1,025 trees. Estimate cost for priority maintenances is approximately \$522,775.
- Beginning in Year 4 of the eight-year management program, implement a routine pruning program to ensure all trees are pruned in seven years. This will involve the pruning of approximately 566 trees annually at an annual cost of approximately \$74,901.
- Beginning in Year 4 of the seven-year management program, implement a young tree training pruning program to ensure all young and newly planted trees are pruned every three years. This will involve the pruning of 255 trees annually at an annual cost of approximately \$6,467.
- Practice best management for maturing trees to maximize the cumulative survival rate. This includes training of tree crews, insect and dis-ease control, fertilizing, mulching, watering, and cabling and bracing (when applicable).
- Maintain or potentially expand the population (if budget allows) through tree planting. Plant 60 trees in Years 1–4, 110 trees in Year 5, and 208 trees in Year 6–8 to replace identified tree removals and stumps, loss due to natural mortality, and fill vacant planting sites.
- Practice best management for planting trees to maximize the cumulative success rate. This includes selecting wide varieties of trees, selecting the right mature-size tree for site restrictions, purchasing good quality stock, proper installation, mulching, watering, fertilizing, and pruning.
- Update the inventory database on a daily, weekly, or monthly basis to pro-vide accurate records and increase the opportunities for well-planned tree work.
- Conduct yearly inspections of the entire population and schedule required tree work appropriately. Also inspect the entire population after severe storm events.
- Annually check actual work performed versus benchmarks in the management program to monitor successes and discover areas for improvement.

Tree Canopy

- Increase canopy cover from 36.6 percent to 40 percent and budget adequately to maintain tree canopy.
- Concentrate planting efforts along streets in zones that need more trees to increase canopy cover.
- Identify opportune areas, such as parks with an abundance of pervious area, to plant trees using land cover information.

City Nursery

- Grow a more diverse palette of tree species to increase species diversity and ultimately the sustainability of the City's urban forest.

FINAL DRAFT

- Use the pot-in-pot method which combines the natural advantages of field-growing with the control and convenience of above-ground growing.

Administrative Support

- Hire enough city personnel or contract out tree work to implement the recommendations within this management plan.
- Encourage volunteers and build upon partnerships to help with nursery operations and plant and prune trees.
- Budget for and create funding sources to support a proactive urban forestry program.
- Implement a public relations program designed to educate the residents of Ypsilanti and to generate greater support for the urban forestry program.

Parks and Recreation Master Plan (2020)

- Ensure parks are attractive and accessible.
 - Ensure safe routes to parks and recreation facilities from neighborhoods, schools, and business districts, for people of all ability levels.
 - Ensure each park has a visible presence, entrance, and sign on adjacent rights-of-way.
 - Ensure that each park presents a well-maintained and clean image.
 - Ensure all parks, park shelters, trails, and other facilities are physically accessible to people of all ages and ability levels.
- Provide Parks that meet Ypsilanti's recreation needs.
 - Ensure existing facilities can continue to meet the needs of park users.
 - Ensure that parks are safe and appear to be safe.
 - Provide upgrades to the parks that increase their long-term durability and reduce operation costs.
 - Provide upgrades to the parks that increase recreation opportunities.
- Work with volunteers and organizations to continue to provide recreation opportunities to City residents
 - Improve relationships with entities that provide recreation opportunities within the City.
 - Encourage volunteerism.
- Continue to improve the Special Events and park reservations program.

Planning Commission Resolution



Resolution No. 2021 - 03
April 21, 2021

RESOLVED BY THE PLANNING COMMISSION:

WHEREAS, the Charter of the City of Ypsilanti requires that Council adopt a Capital Improvements program on an annual basis; and

WHEREAS, the Planning Enabling Act requires that Council adopt a Capital Improvements program on an annual basis after Planning Commission review; and

WHEREAS, the City of Ypsilanti is pursuing renewal of its Redevelopment Ready Certification from the Michigan Economic Development Corporation, which likewise requires that a Capital Improvements Plan be adopted; and

WHEREAS, this Commission has duly completed its review; and

NOW THEREFORE BE IT RESOLVED THAT the Planning Commission hereby recommends that the City Council adopt the Capital Improvement Plan for FY2021/2022 through FY2027/2028, with no recommended modifications.

OFFERED BY: Commissioner Donnelly

SUPPORTED BY: Commissioner Bettis

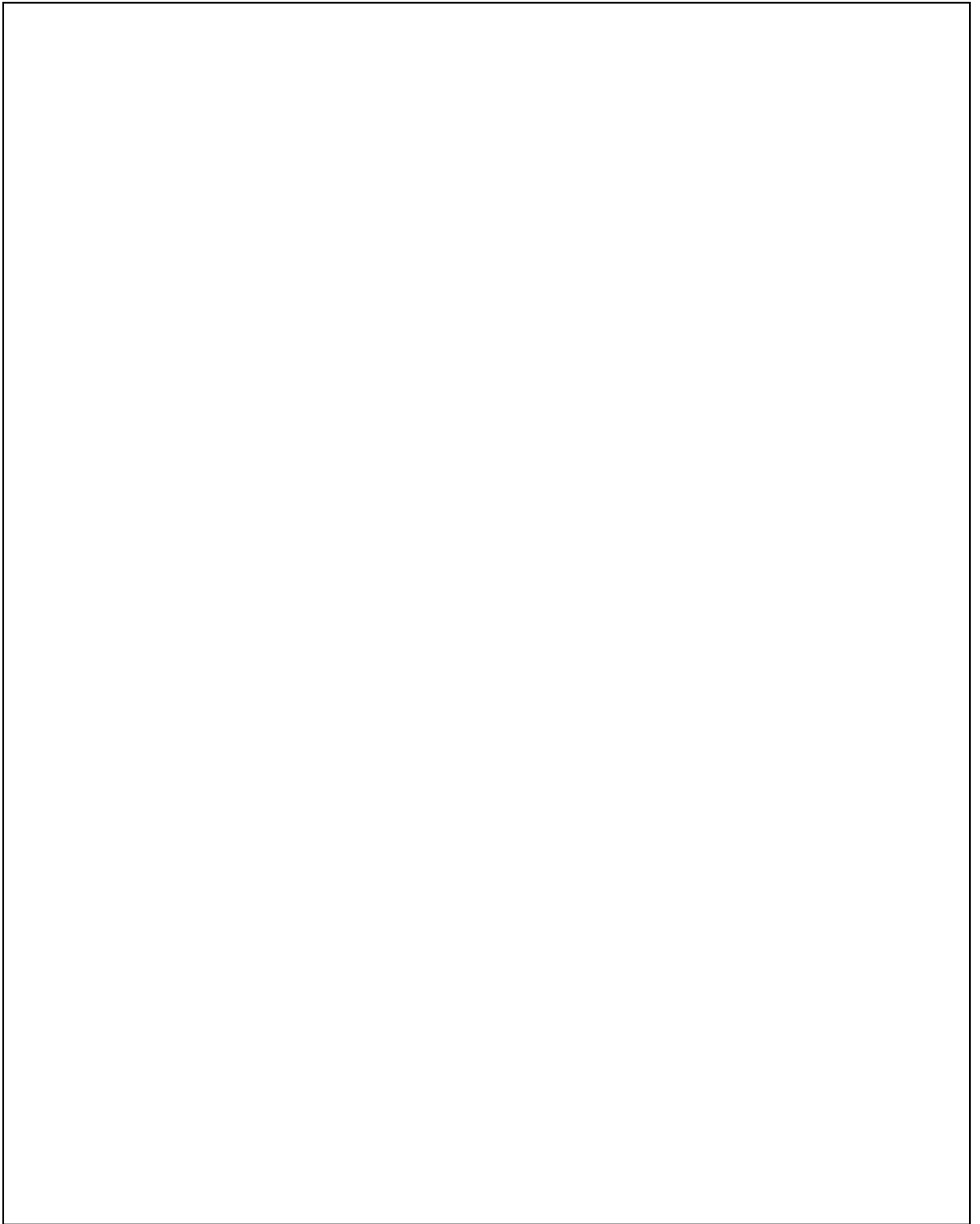
YES: 6

NO: 0

ABSENT: 1

VOTE: CARRIED

FINAL DRAFT



City Owned Real Estate

Real Property Owned by the City, FY20/21. Excludes "gap" parcels, easements, and rights-of-way.			
Common Name	Address	Category	Restrictions
Maple Street Parking Lot	75 MAPLE ST	DDA	
Riverside Arts Center	76 HURON ST	DDA	grant
Riverside Arts Center Parking lot	0 HURON ST	DDA	charter, grant, shpo
vacant lot	314 PARSONS ST	disposition	
vacant lot	21 Briggs	disposition	
Mansfield Industrial Park	563 MANSFIELD ST	disposition	
City Hall	1 HURON ST	facility	
Department of Public Services	14 FOREST AVE	facility	charter
Fire Department	525 MICHIGAN AVE	facility	
Police Department	505 MICHIGAN AVE	facility	
Former City landfill; known contamination issues	I-94	landfill	
Ballard Street Parking Lot	310 BALLARD ST	parking	charter
District Court Parking Lot	613 MICHIGAN AVE	parking	lease
East Cross Parking Lot (& alley north of E Cross)	0 MARKET PL	parking	
North Adams Parking Lot (City Lot #2)	16 ADAMS ST	parking	charter
North Huron Parking Lot	0 HURON ST	parking	charter
South Huron Parking Lot	0 HURON ST	parking	charter
Washington Parking Lot	200 N WASHINGTON ST	parking	
Ainsworth Tot Lot	0 AINSWORTH CIR	recreation	charter
Candy Cane Park	0 ROOSEVELT BLVD	recreation	charter
Carrie R Mattingly Tot Lot	0 AINSWORTH ST	recreation	grant
Charles Street Tot Lot (aka Thomas)	0 CHARLES - TOT LOT	recreation	charter
Edith Hefley Park	0 WARNER AVE	recreation	charter, grant
Freighthouse; also SHPO easement protection	100 MARKET PL	recreation	charter, grant, shpo
Frog Island (& Parking Lot)	0 RICE ST	recreation	charter, grant
Haab Brothers Memorial Park	413 S GROVE ST	recreation	deed
Minuteman Monument	0 WASHTENAW AVE	recreation	charter
Parkridge Community Center	591 ARMSTRONG DR	recreation	charter, grant
Peninsular Park	0 LEFORGE ST	recreation	grant
Prospect Park	0 PROSPECT ST	recreation	charter, grant
Recreation Park	0 CONGRESS ST	recreation	charter, grant
Riverside Park	5 W CROSS ST	recreation	charter, grant
vacant lot	761 HARRIET ST	recreation	deed
Waterworks Park (& DPS use)	20 CATHERINE ST	recreation	charter
Parkridge Park	Harriet	recreation	grants

FINAL DRAFT

Real Property Owned by the City, FY20/21. Excludes "gap" parcels, easements, and rights-of-way.			
Common Name	Address	Category	Restrictions
pedestrian alleyway in depot town	0 CROSS ST	recreation	
vacant lot - plat issues	361 First Ave	retain	
	0 BELL RD	retain	
	30 Kramer	retain	
	50 KRAMER	retain	
	0 RAILROAD ST	sales	charter, deed
Apartment building - under contract	206 N WASHINGTON ST	sales	
vacant lot	220 PARK ST	sales	
billboard/vacant lot	326 MICHIGAN AVE	sales	billboard
vacant lot	448 S Huron	sales	
rail-adjacent/vacant lot	206 N GROVE	sales	
vacant lot	731 W Michigan	sales	
Mansfield Industrial Park	S MANSFIELD ST	w commerce park	floodway
Mansfield Industrial Park	S MANSFIELD ST	w commerce park	
Water Street Redevelopment Area	Water Street	water street	
Water Street Redevelopment Area/ trail	0 GROVE ST	water street	charter

FINAL DRAFT

District Court Parking



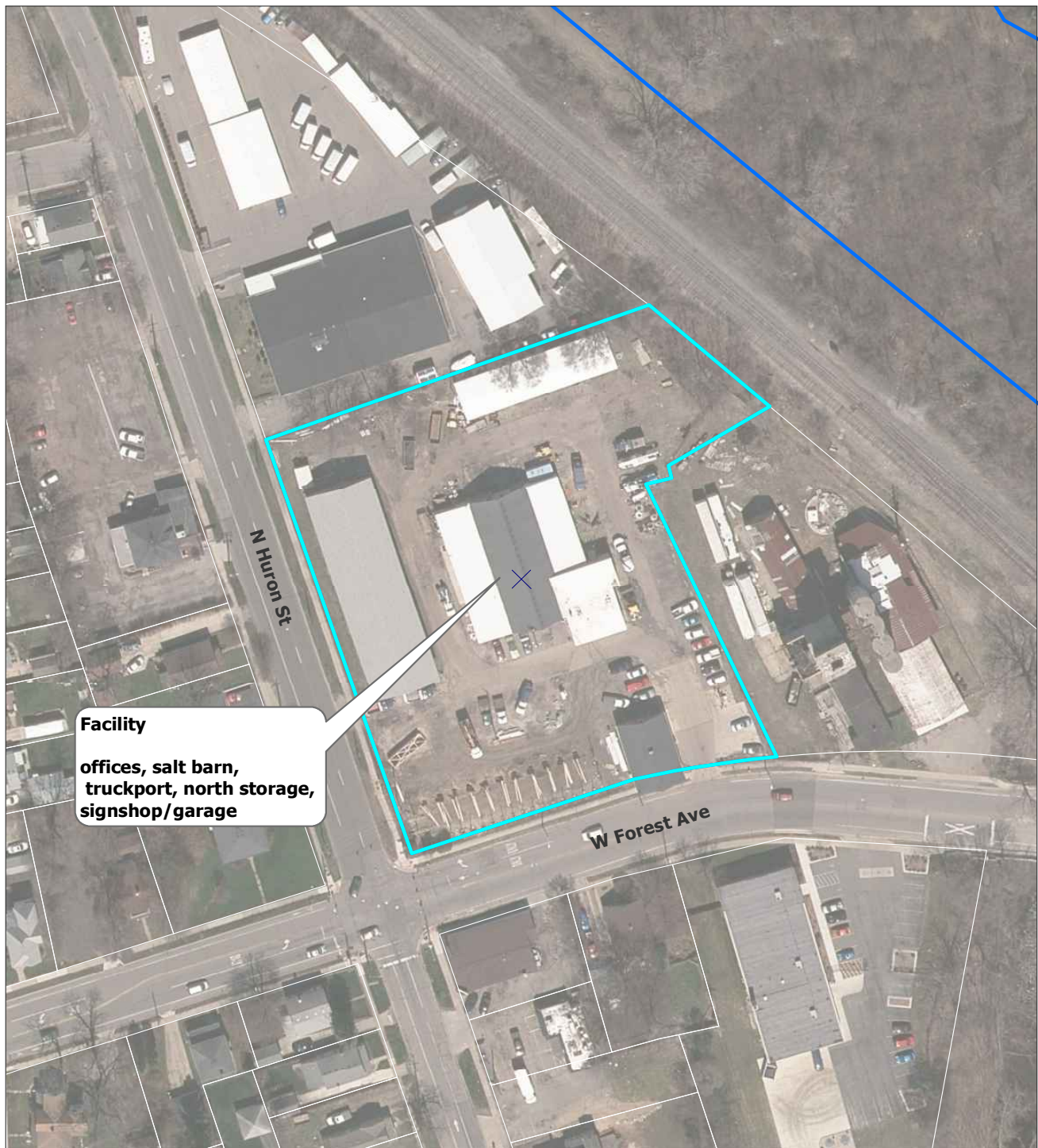
0 50 100 200 Feet

FOR DISCUSSION ONLY.

18 Dec 2019

Source: Washtenaw County GIS/City of Ypsilanti
Aerial date: 2015

Department of Public Services



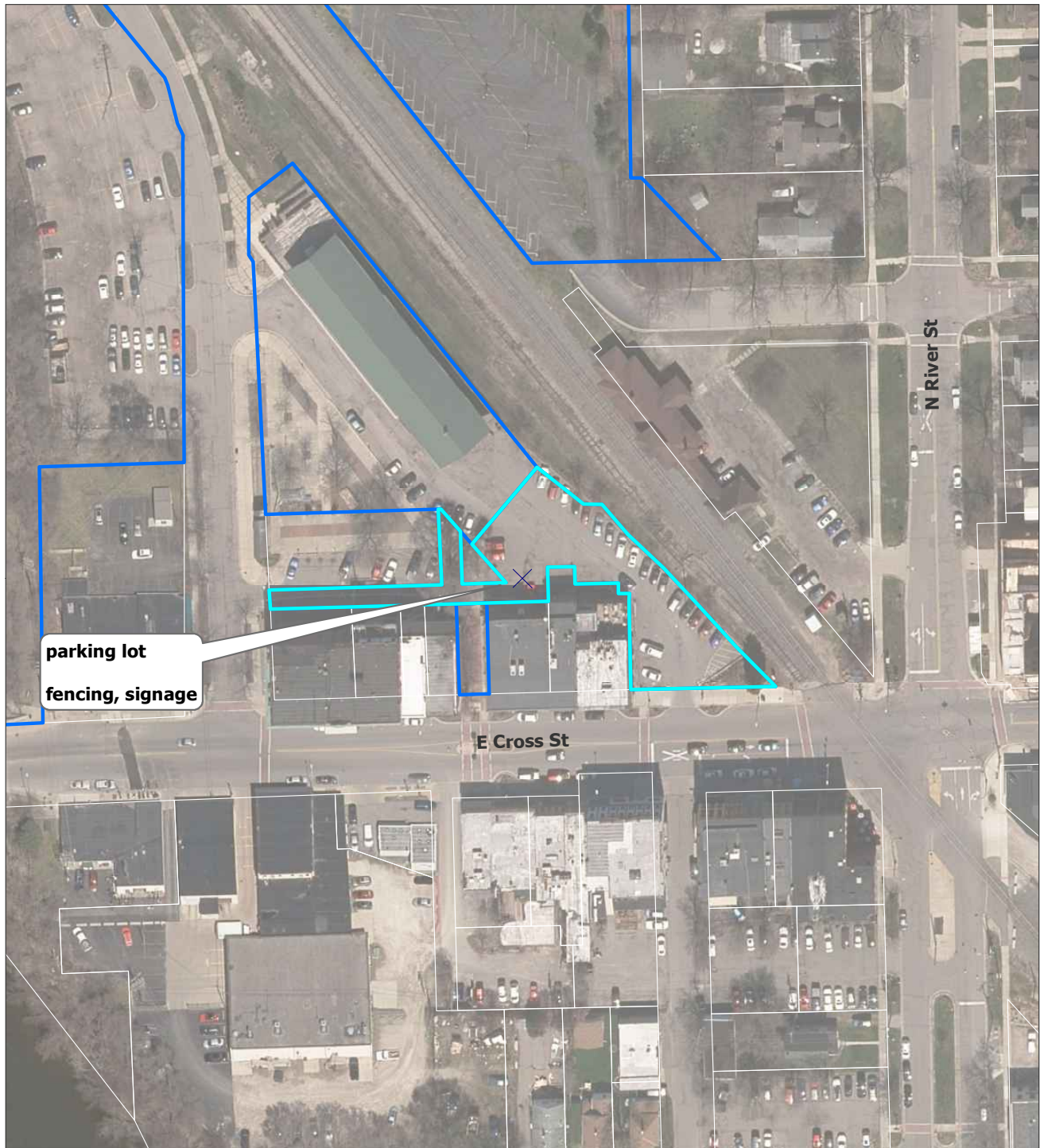
0 50 100 200 Feet

FOR DISCUSSION ONLY.

18 Dec 2019

Source: Washtenaw County GIS/City of Ypsilanti
Aerial date: 2015

E Cross Parking Lot & alley



0 50 100 200 Feet

FOR DISCUSSION ONLY.

18 Dec 2019

Source: Washtenaw County GIS/City of Ypsilanti
Aerial date: 2015

Edith Hefley Tot Lot



0 50 100 200 Feet

FOR DISCUSSION ONLY.

18 Dec 2019

Source: Washtenaw County GIS/City of Ypsilanti
Aerial date: 2015

Frog Island Park



0 125 250 500 Feet

FOR DISCUSSION ONLY.

18 Dec 2019

Source: Washtenaw County GIS/City of Ypsilanti
Aerial date: 2015

Haab Brothers Memorial Park



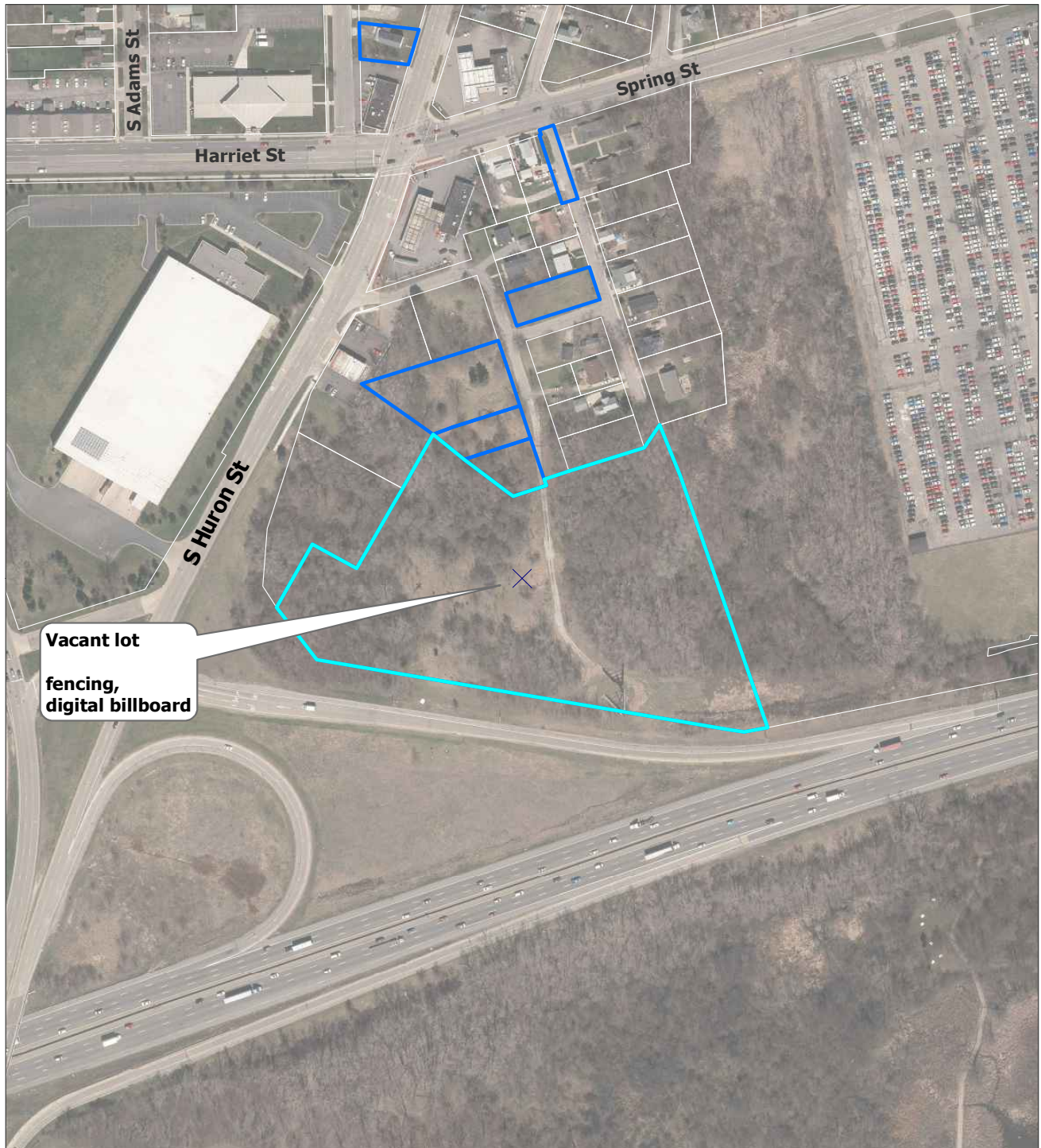
0 50 100 200 Feet

FOR DISCUSSION ONLY.

18 Dec 2019

Source: Washtenaw County GIS/City of Ypsilanti
Aerial date: 2015

Landfill



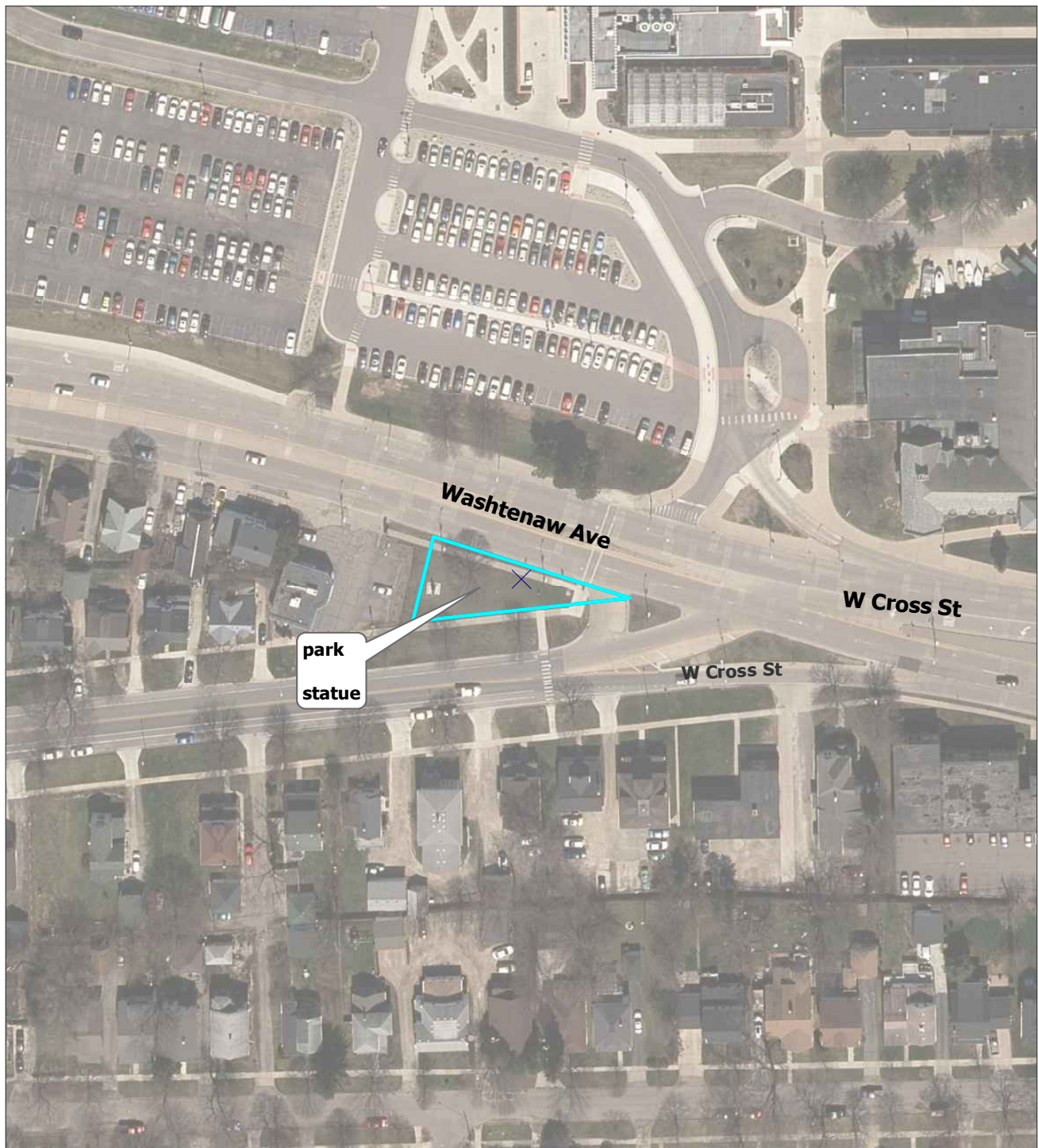
0 125 250 500 Feet

FOR DISCUSSION ONLY.

18 Dec 2019

Source: Washtenaw County GIS/City of Ypsilanti
Aerial date: 2015

Minuteman Memorial



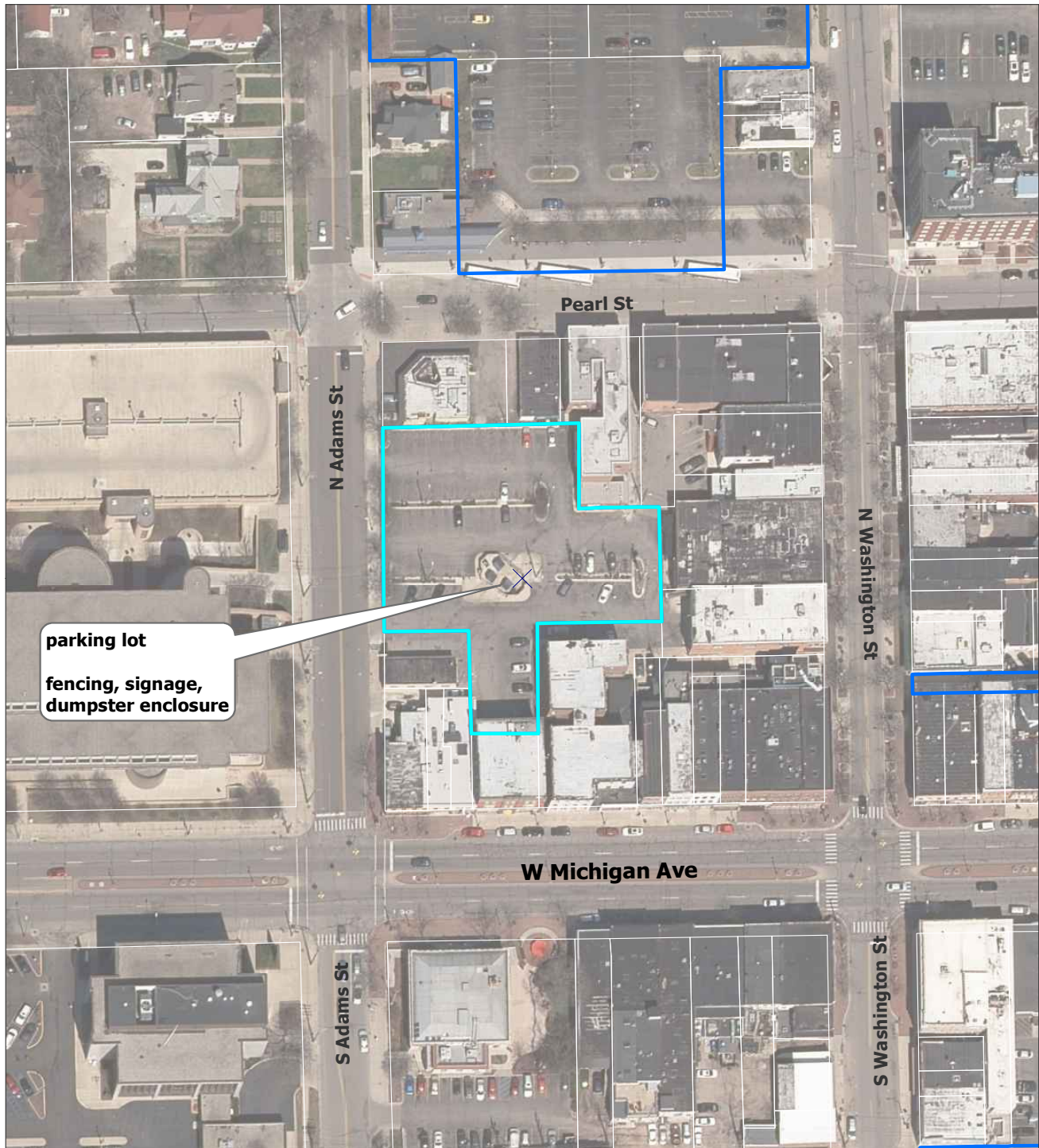
0 50 100 200 Feet

FOR DISCUSSION ONLY.

18 Dec 2019

Source: Washtenaw County GIS/City of Ypsilanti
Aerial date: 2015

N Adams Parking Lot



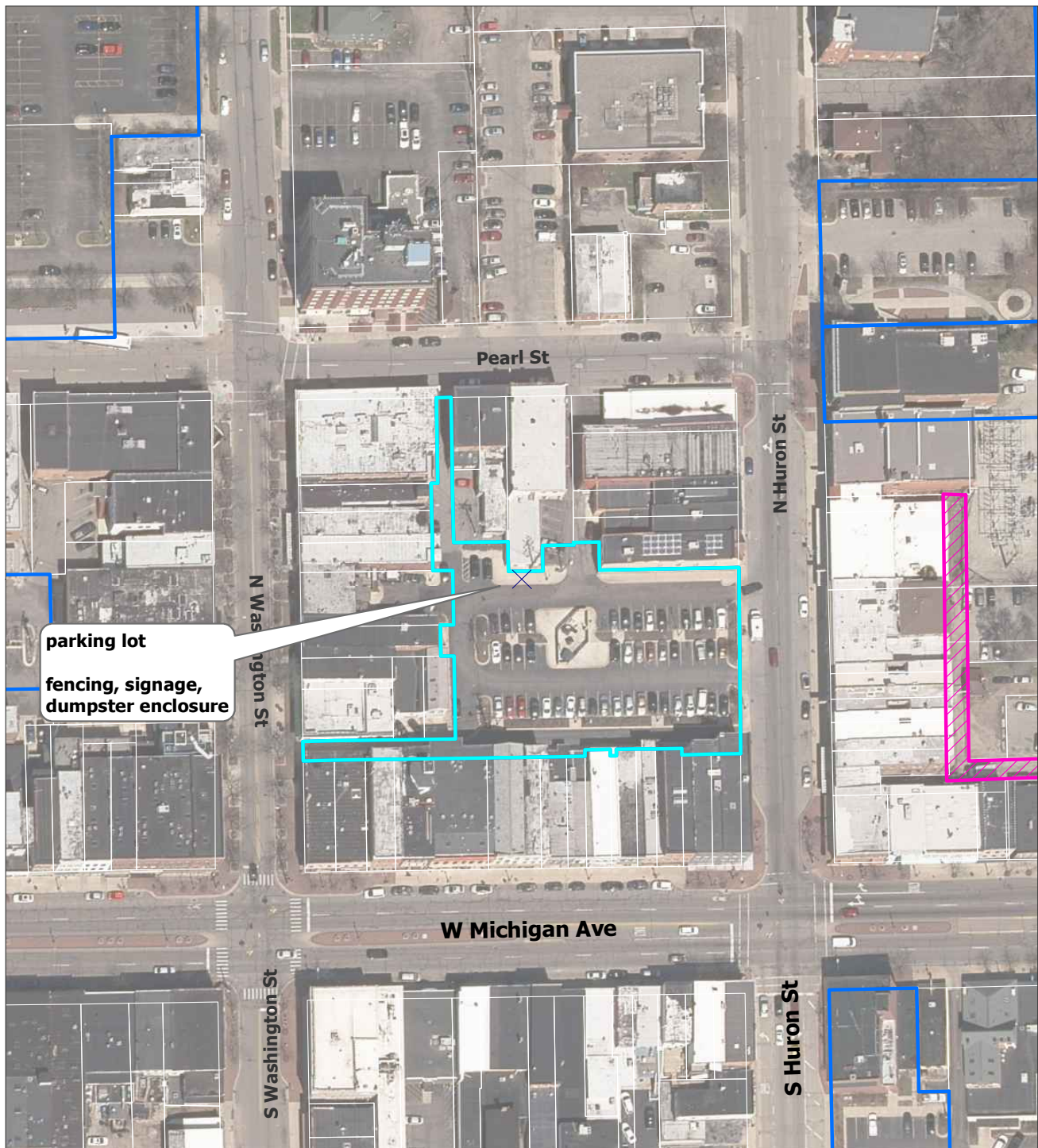
0 50 100 200 Feet

FOR DISCUSSION ONLY.

18 Dec 2019

Source: Washtenaw County GIS/City of Ypsilanti
Aerial date: 2015

N Huron Parking Lot



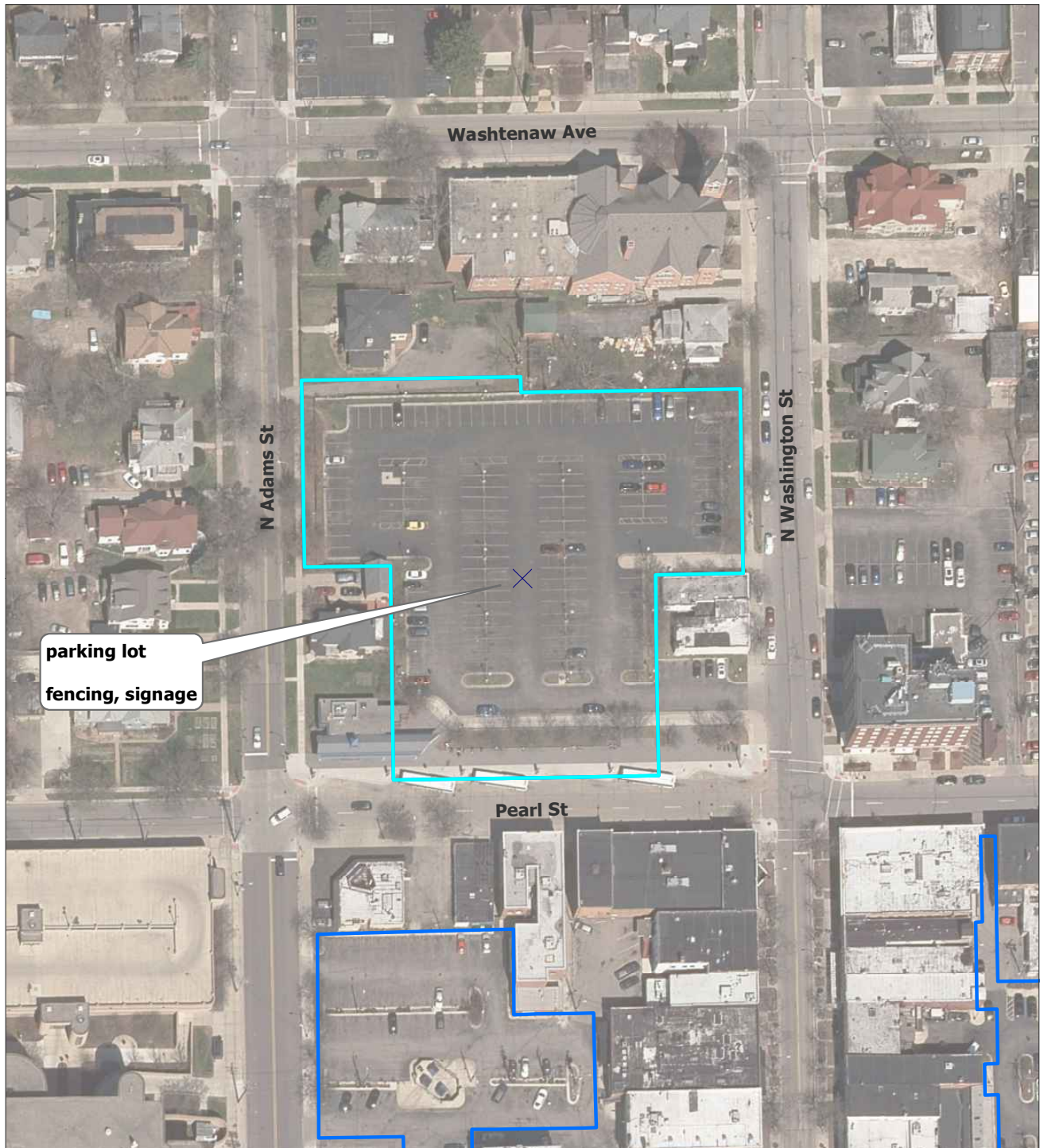
0 50 100 200 Feet

FOR DISCUSSION ONLY.

18 Dec 2019

Source: Washtenaw County GIS/City of Ypsilanti
Aerial date: 2015

N Washington Parking Lot



0 50 100 200 Feet

FOR DISCUSSION ONLY.

18 Dec 2019

Source: Washtenaw County GIS/City of Ypsilanti
Aerial date: 2015

Parkridge Park



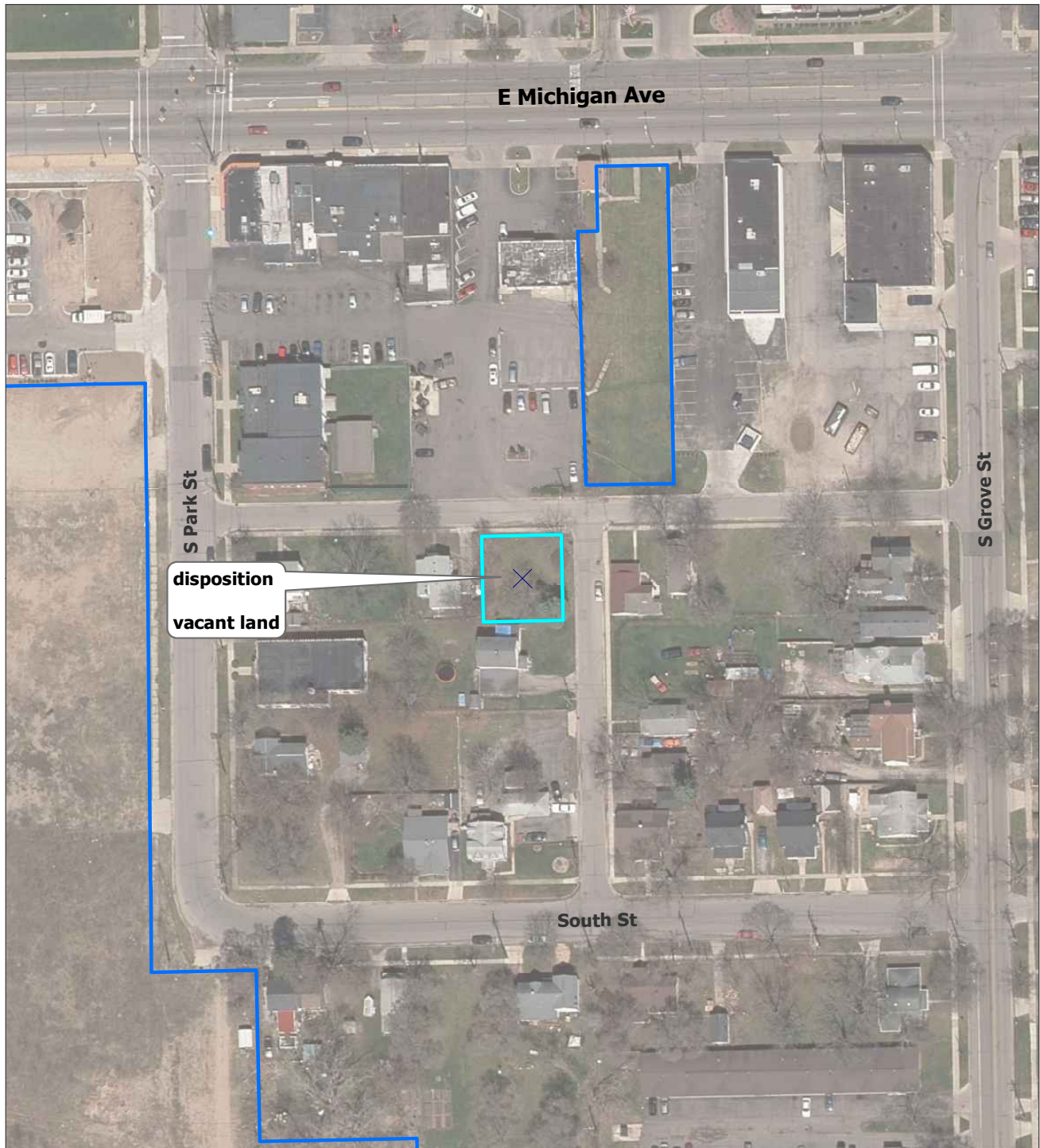
0 125 250 500 Feet

FOR DISCUSSION ONLY.

18 Dec 2019

Source: Washtenaw County GIS/City of Ypsilanti
Aerial date: 2015

314 Parsons



0 50 100 200 Feet

FOR DISCUSSION ONLY.

18 Dec 2019

Source: Washtenaw County GIS/City of Ypsilanti
Aerial date: 2015

Parkridge Community Center



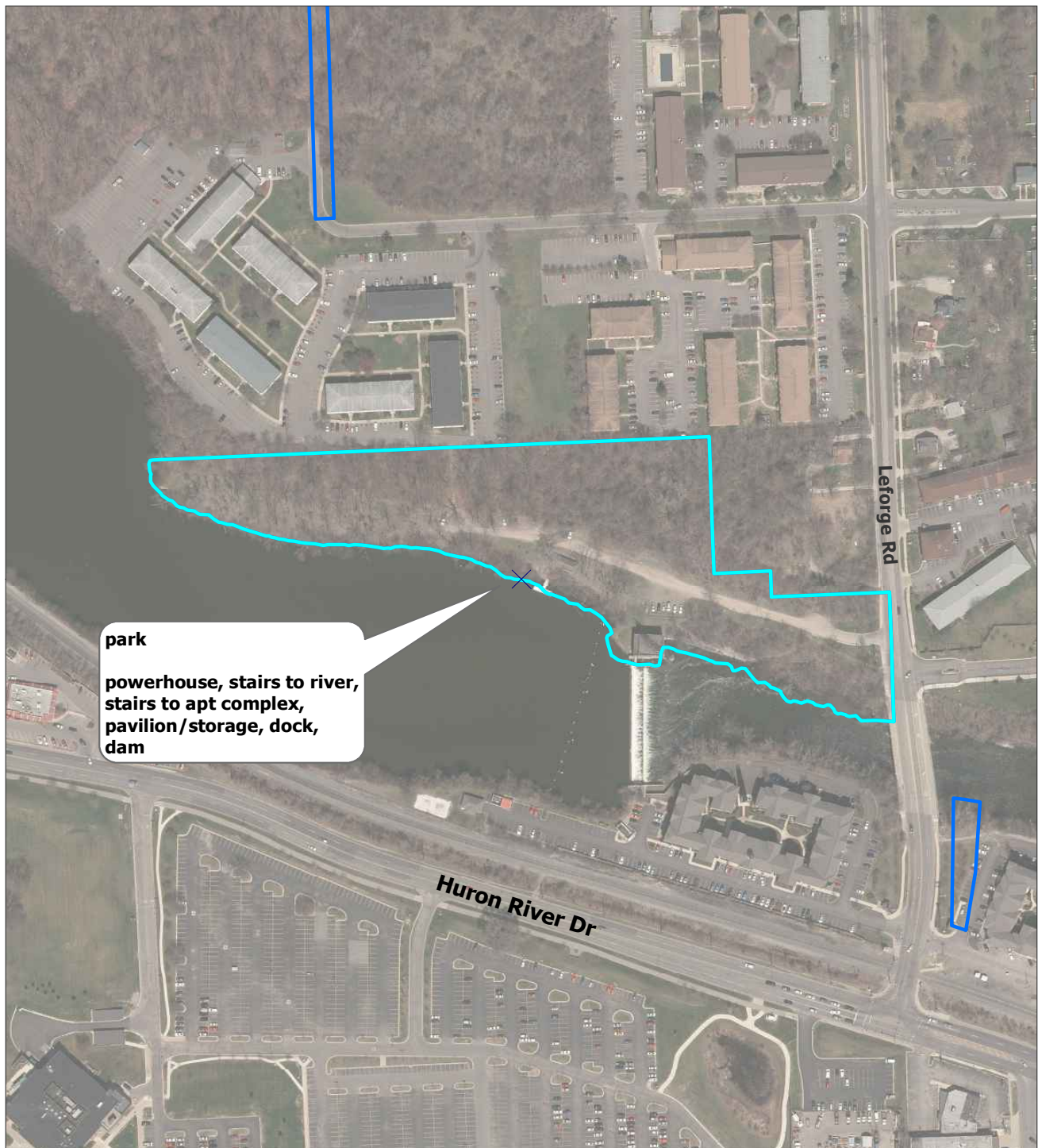
0 50 100 200 Feet

FOR DISCUSSION ONLY.

18 Dec 2019

Source: Washtenaw County GIS/City of Ypsilanti
Aerial date: 2015

Peninsular Park



0 125 250 500
Feet

FOR DISCUSSION ONLY.

18 Dec 2019

Source: Washtenaw County GIS/City of Ypsilanti
Aerial date: 2015

Prospect Park



park

**play equipment, cannon,
pavilion/storage, storage,
pavilion, basketball, skate park,
historic marker**



0 50 100 200 Feet

FOR DISCUSSION ONLY.

18 Dec 2019

Source: Washtenaw County GIS/City of Ypsilanti
Aerial date: 2015

Railroad Street Property



0 50 100 200 Feet

FOR DISCUSSION ONLY.
18 Dec 2019
Source: Washtenaw County GIS/City of Ypsilanti
Aerial date: 2015

Recreation Park



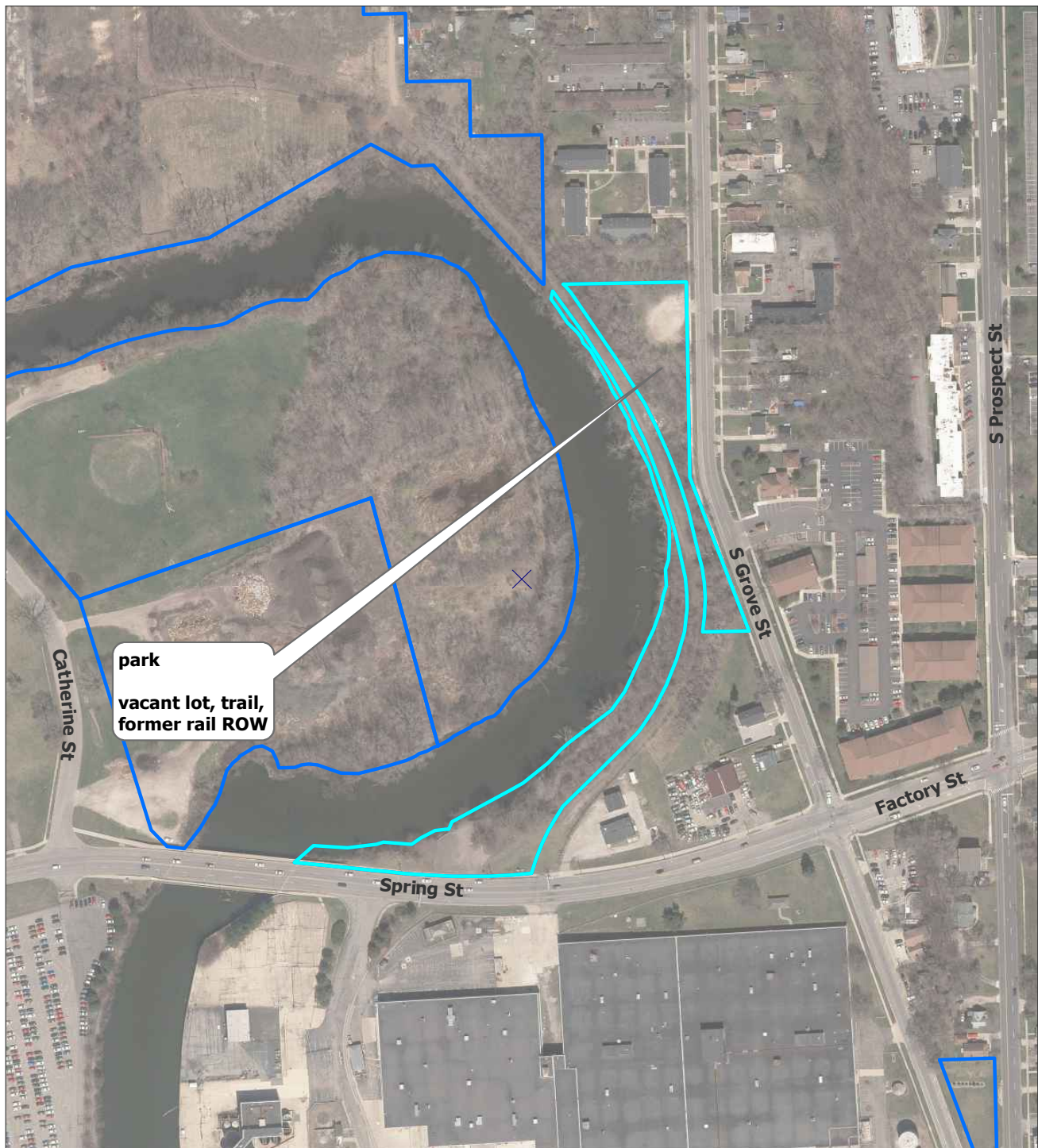
0 125 250 500 Feet

FOR DISCUSSION ONLY.

18 Dec 2019

Source: Washtenaw County GIS/City of Ypsilanti
Aerial date: 2015

River's Edge Trailhead



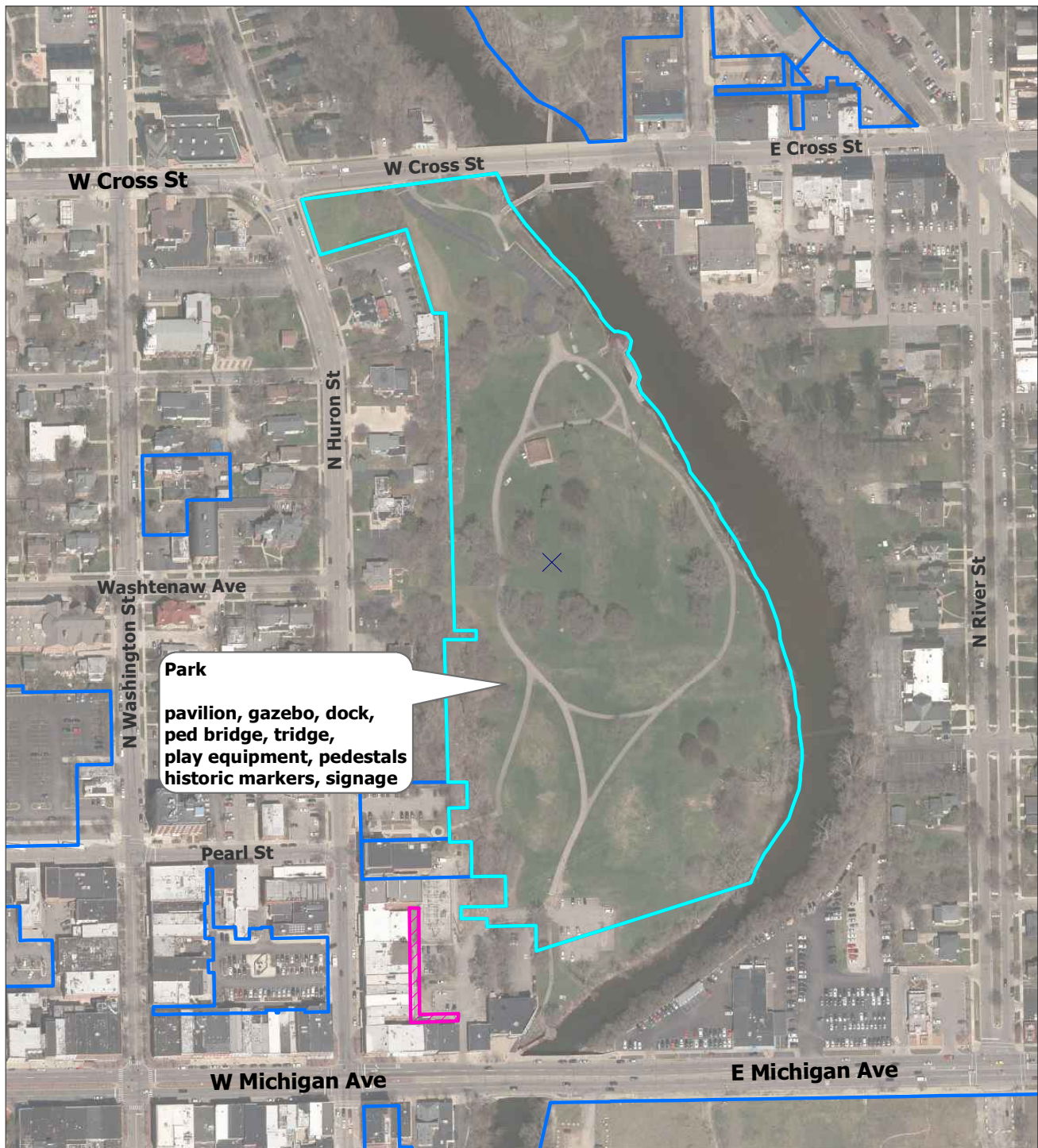
0 125 250 500 Feet

FOR DISCUSSION ONLY.

18 Dec 2019

Source: Washtenaw County GIS/City of Ypsilanti
Aerial date: 2015

Riverside Park



0 125 250 500 Feet

FOR DISCUSSION ONLY.

18 Dec 2019

Source: Washtenaw County GIS/City of Ypsilanti
Aerial date: 2015

South Huron Parking Lot



0 50 100 200 Feet

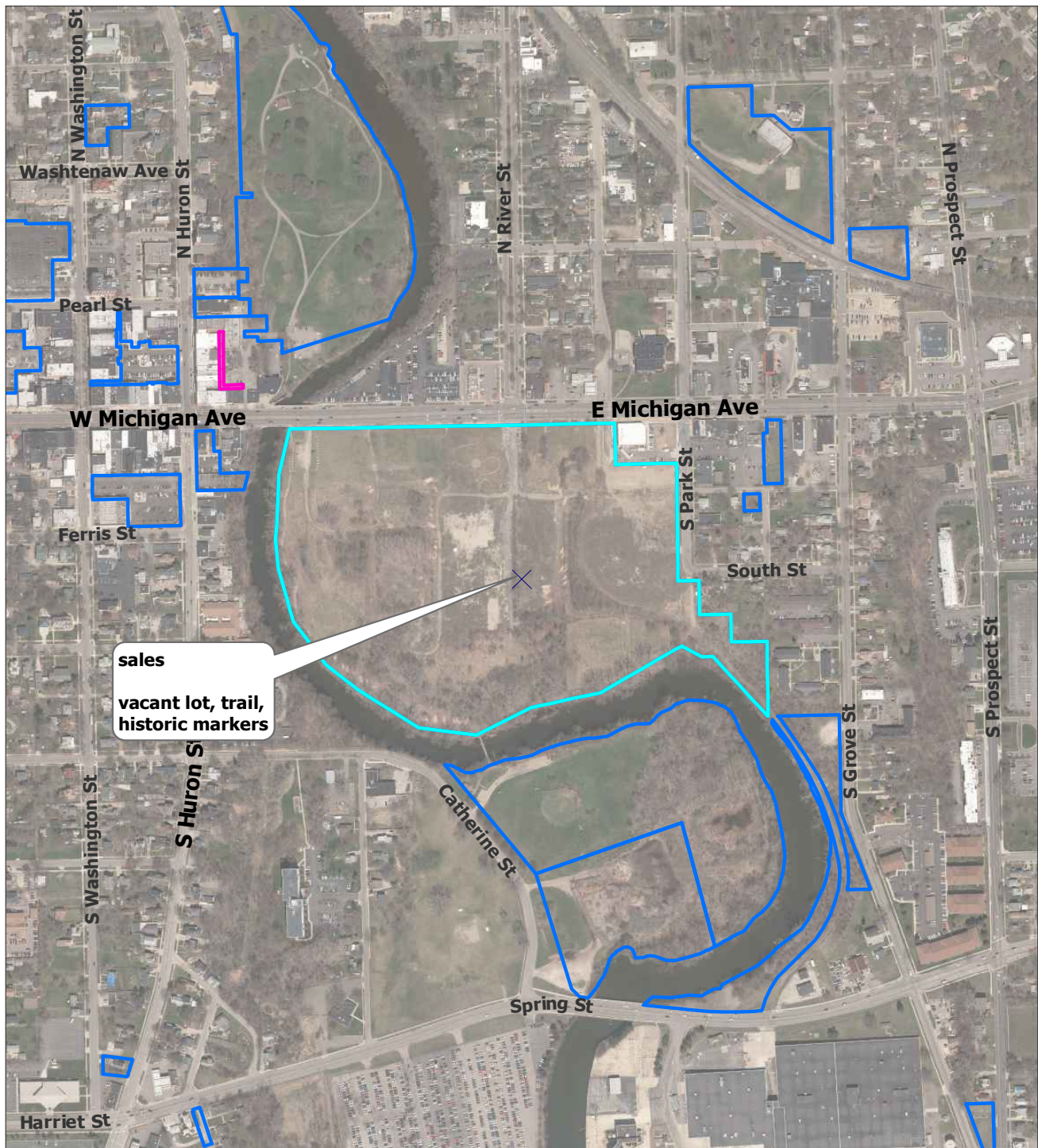
FOR DISCUSSION ONLY.

18 Dec 2019

Source: Washtenaw County GIS/City of Ypsilanti

Aerial date: 2015

Water Street Redevelopment Area



FOR DISCUSSION ONLY.

18 Dec 2019

Source: Washtenaw County GIS/City of Ypsilanti
Aerial date: 2015

Water Works Park



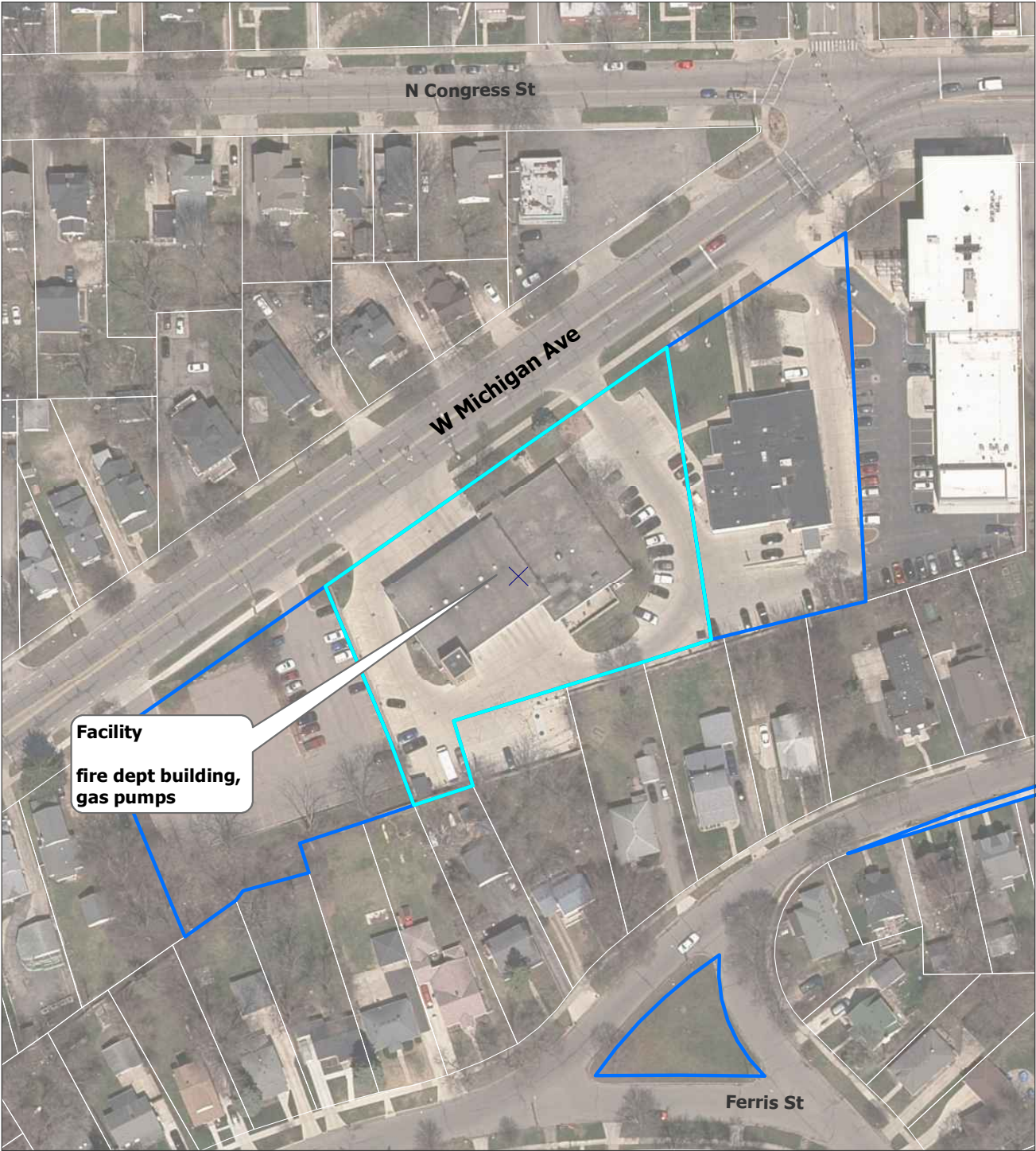
0 125 250 500 Feet

FOR DISCUSSION ONLY.

18 Dec 2019

Source: Washtenaw County GIS/City of Ypsilanti
Aerial date: 2015

Ypsilanti Fire Department



0 50 100 200 Feet

FOR DISCUSSION ONLY.
18 Dec 2019

Source: Washtenaw County GIS/City of Ypsilanti
Aerial date: 2015

Ypsilanti Police Department



0 50 100 200 Feet

FOR DISCUSSION ONLY.
18 Dec 2019

Source: Washtenaw County GIS/City of Ypsilanti
Aerial date: 2015

21 Briggs



0 50 100 200 Feet

FOR DISCUSSION ONLY.

18 Dec 2019

Source: Washtenaw County GIS/City of Ypsilanti
Aerial date: 2015

30 Kramer



0 50 100 200 Feet

FOR DISCUSSION ONLY.

18 Dec 2019

Source: Washtenaw County GIS/City of Ypsilanti
Aerial date: 2015

50 Kramer



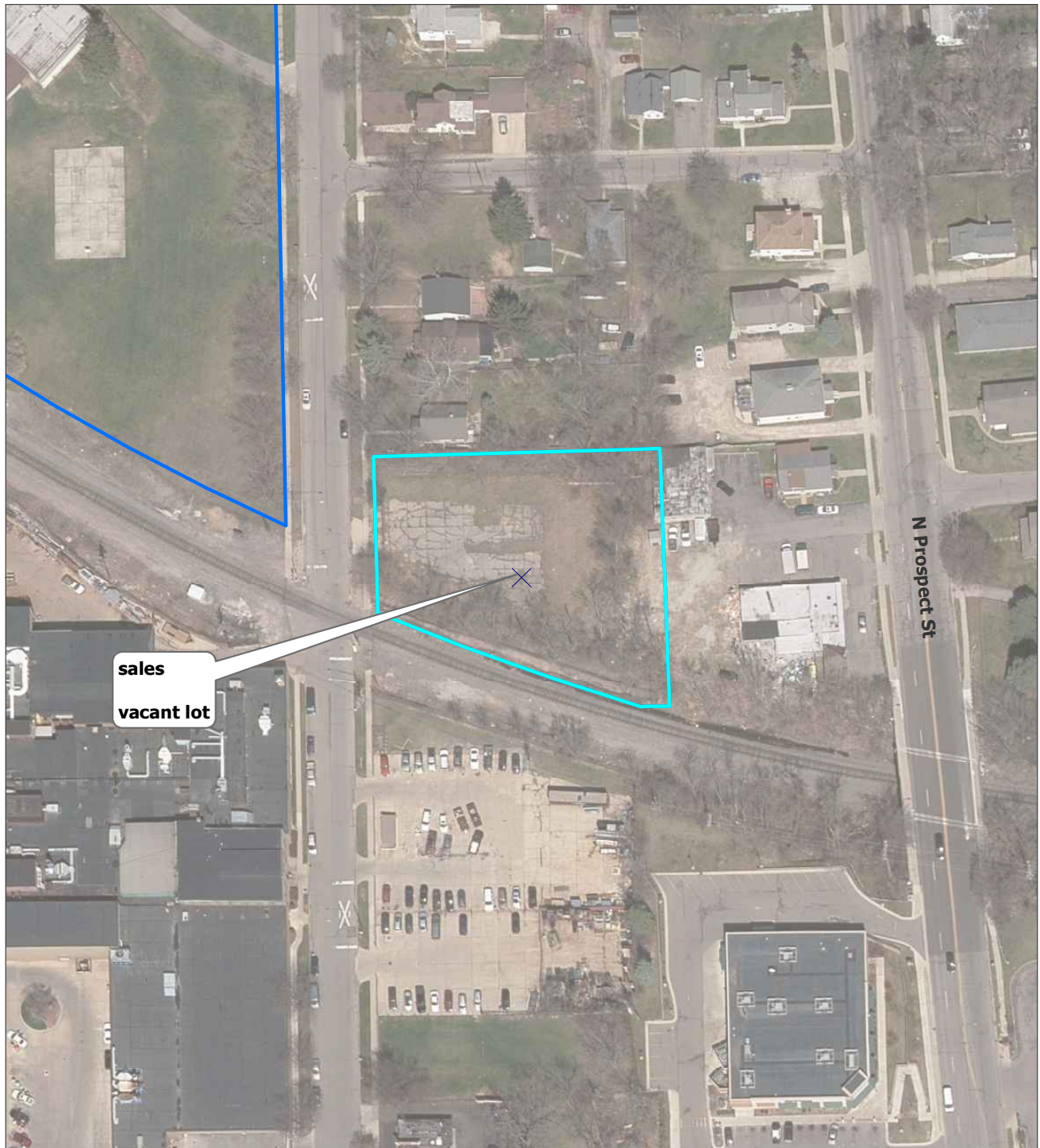
0 50 100 200 Feet

FOR DISCUSSION ONLY.

18 Dec 2019

Source: Washtenaw County GIS/City of Ypsilanti
Aerial date: 2015

206 N Grove



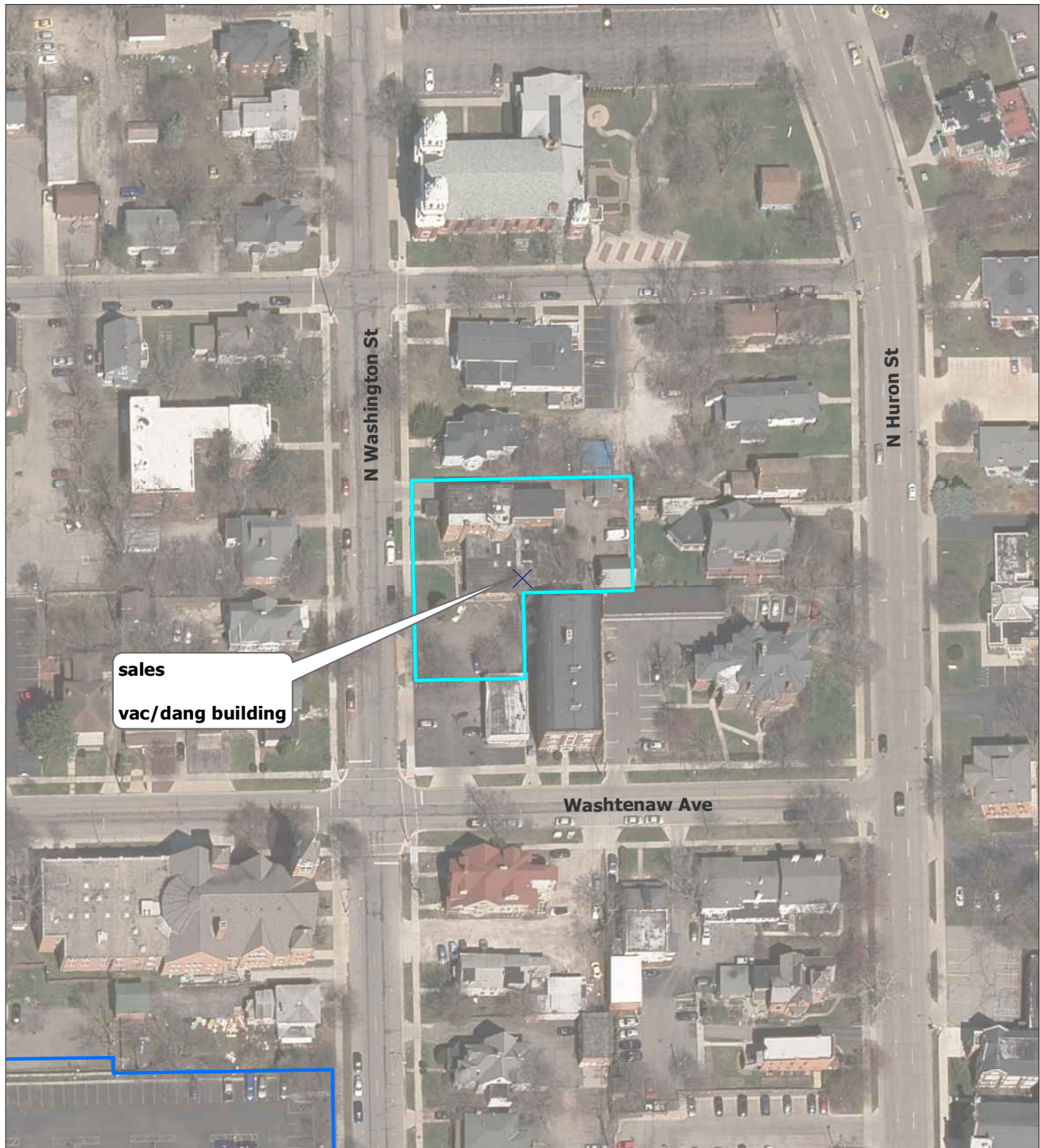
0 50 100 200 Feet

FOR DISCUSSION ONLY.

18 Dec 2019

Source: Washtenaw County GIS/City of Ypsilanti
Aerial date: 2015

206 N Washington



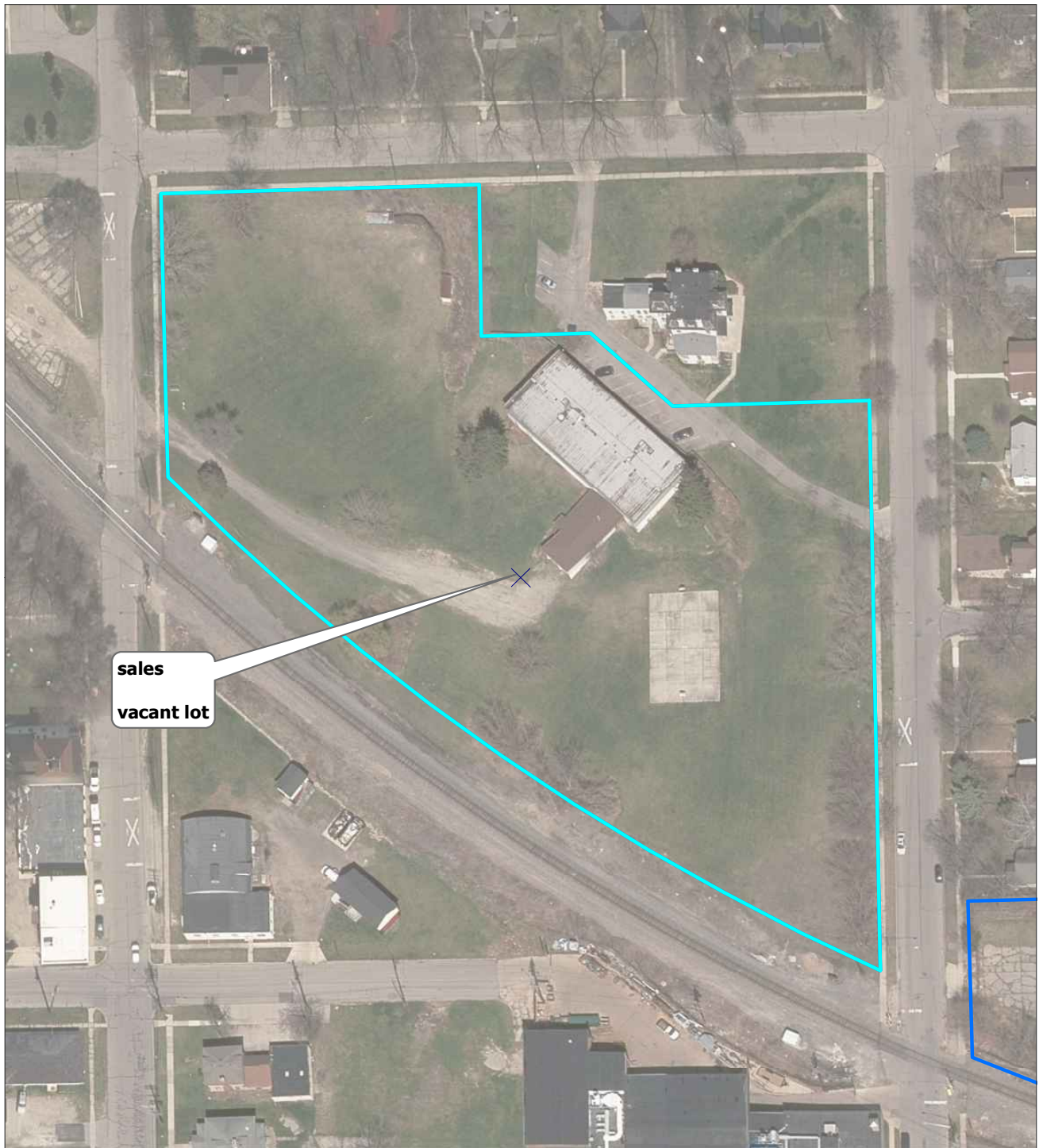
0 50 100 200 Feet

FOR DISCUSSION ONLY.

18 Dec 2019

Source: Washtenaw County GIS/City of Ypsilanti
Aerial date: 2015

220 N Park



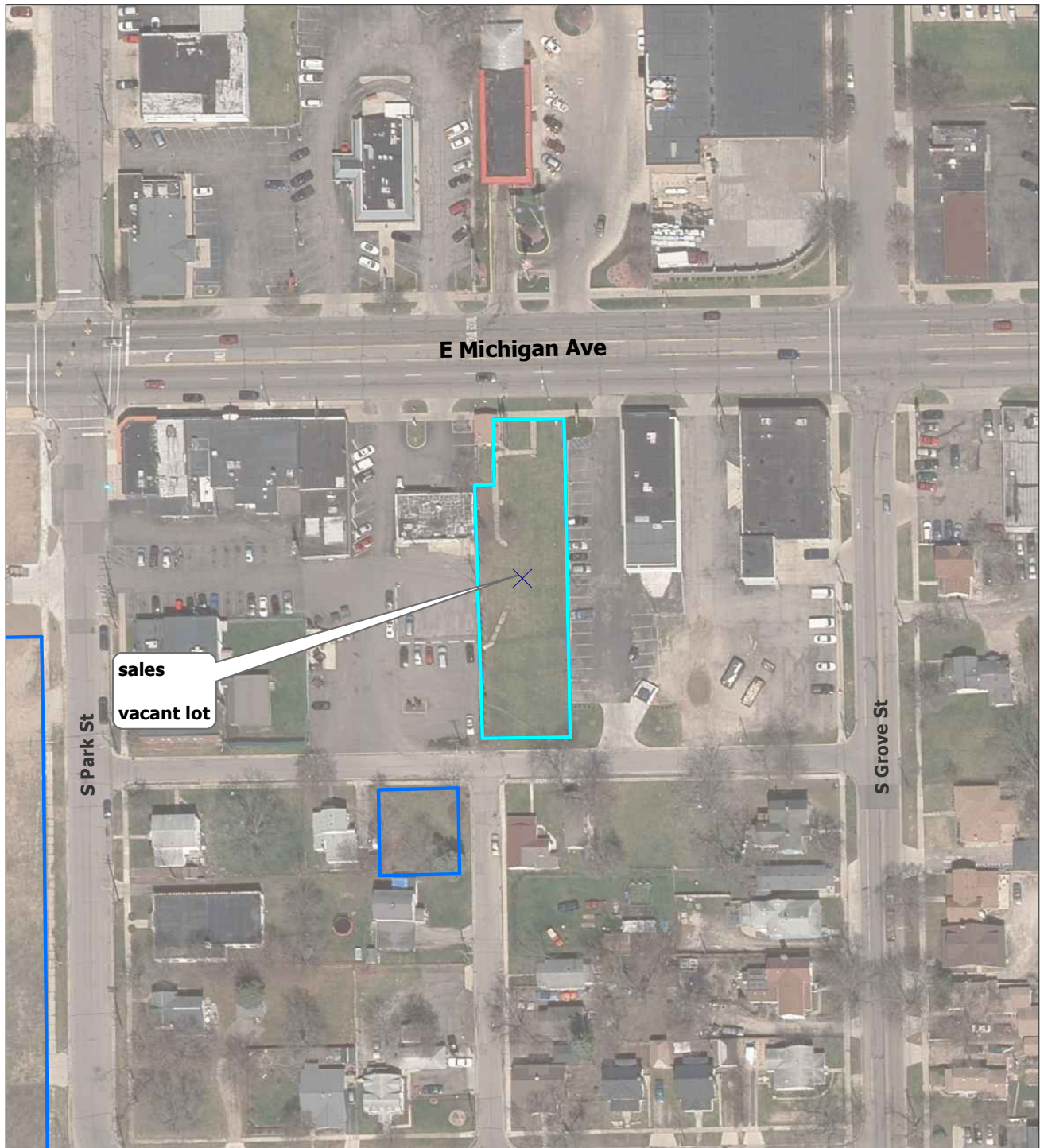
0 50 100 200 Feet

FOR DISCUSSION ONLY.

18 Dec 2019

Source: Washtenaw County GIS/City of Ypsilanti
Aerial date: 2015

326 E Michigan



0 50 100 200 Feet

FOR DISCUSSION ONLY.

18 Dec 2019

Source: Washtenaw County GIS/City of Ypsilanti
Aerial date: 2015

361 First



0 50 100 200 Feet

FOR DISCUSSION ONLY.

18 Dec 2019

Source: Washtenaw County GIS/City of Ypsilanti
Aerial date: 2015

448 S Huron



FOR DISCUSSION ONLY.

18 Dec 2019

Source: Washtenaw County GIS/City of Ypsilanti
Aerial date: 2015

563 S Mansfield



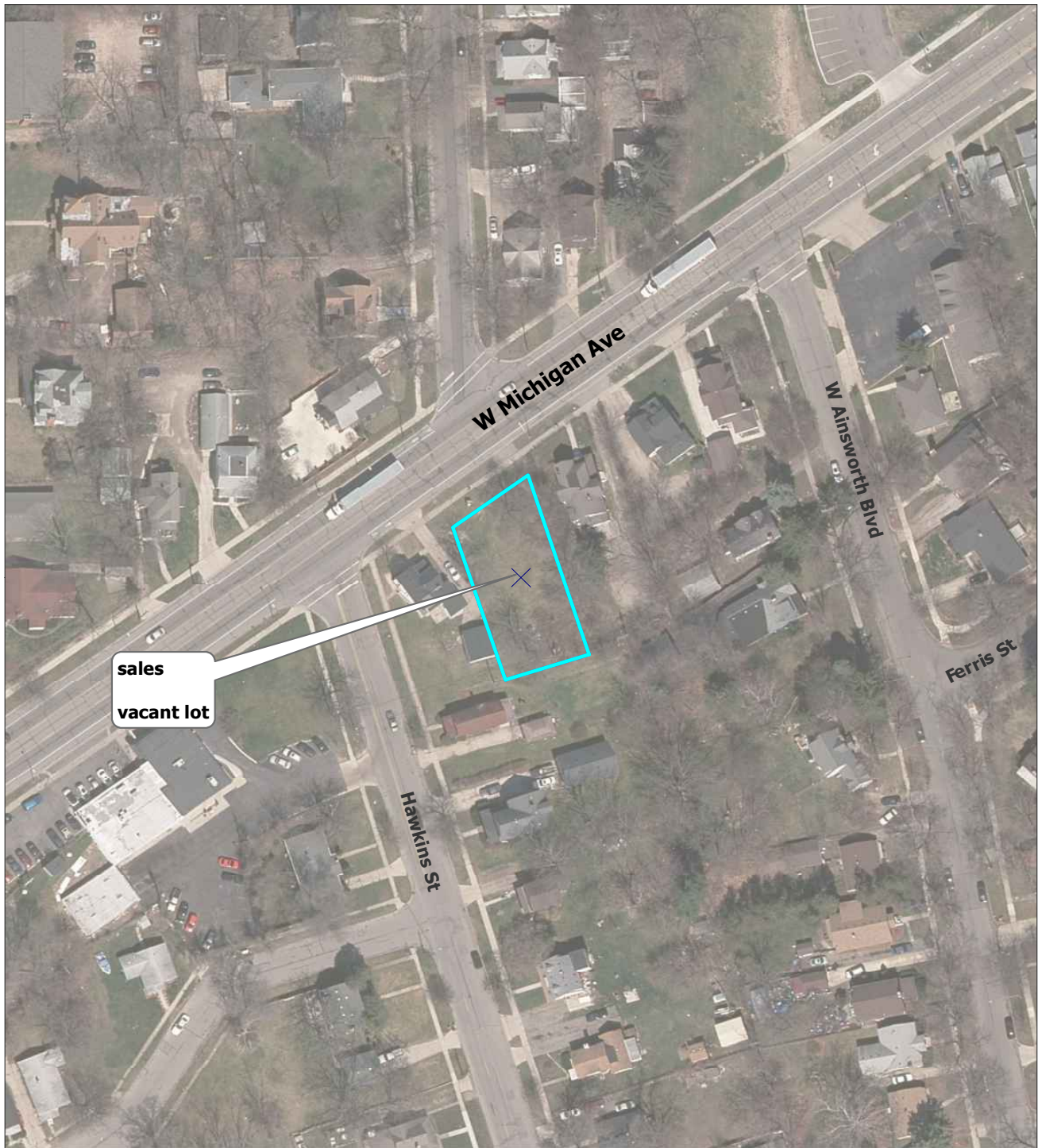
0 50 100 200 Feet

FOR DISCUSSION ONLY.

18 Dec 2019

Source: Washtenaw County GIS/City of Ypsilanti
Aerial date: 2015

731 W Michigan



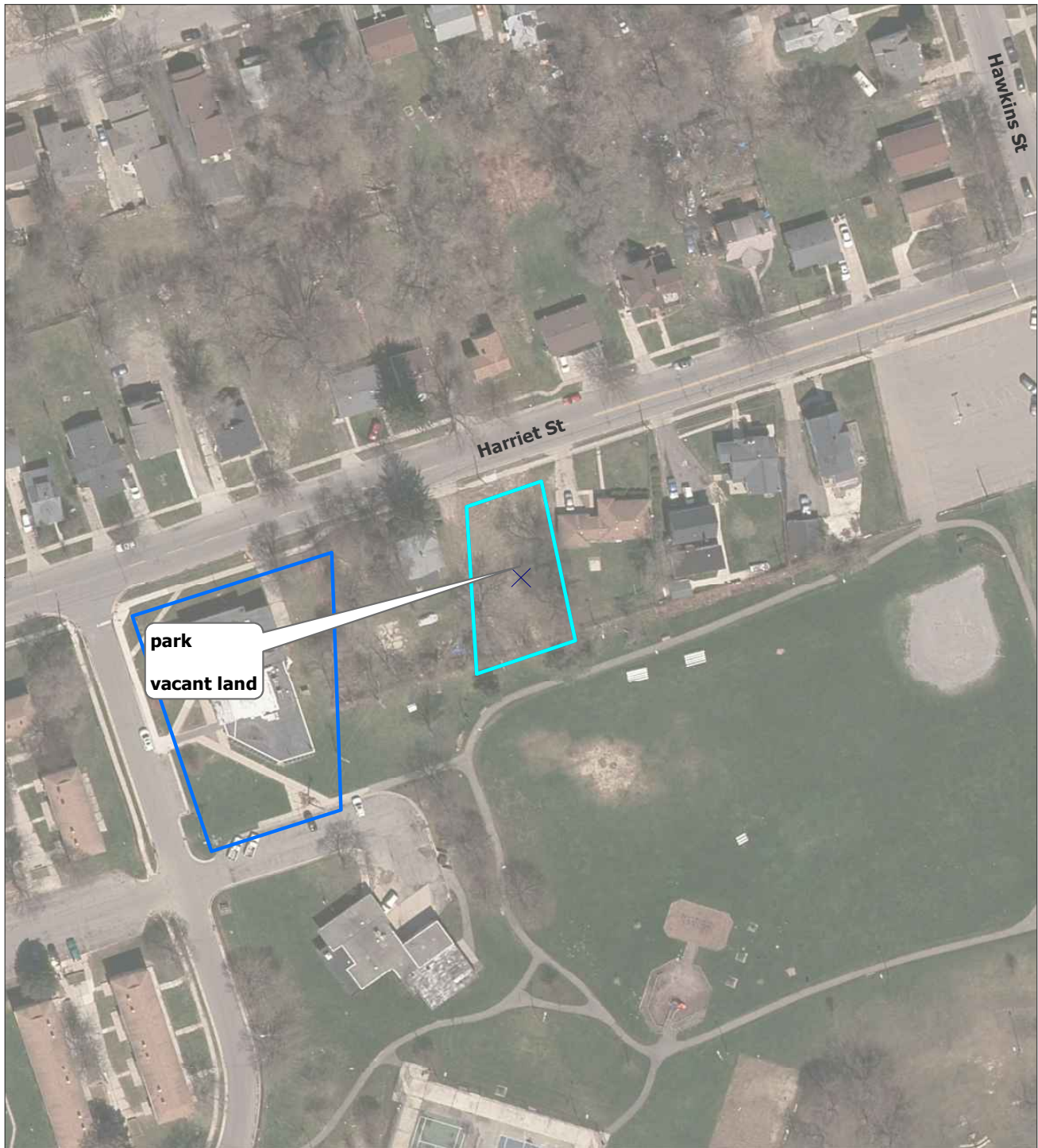
0 50 100 200 Feet

FOR DISCUSSION ONLY.

18 Dec 2019

Source: Washtenaw County GIS/City of Ypsilanti
Aerial date: 2015

761 Harriet



0 50 100 200 Feet

FOR DISCUSSION ONLY.

18 Dec 2019

Source: Washtenaw County GIS/City of Ypsilanti
Aerial date: 2015

Ainsworth Park



0 50 100 200 Feet

FOR DISCUSSION ONLY.
18 Dec 2019
Source: Washtenaw County GIS/City of Ypsilanti
Aerial date: 2015

Ballard Parking Lot



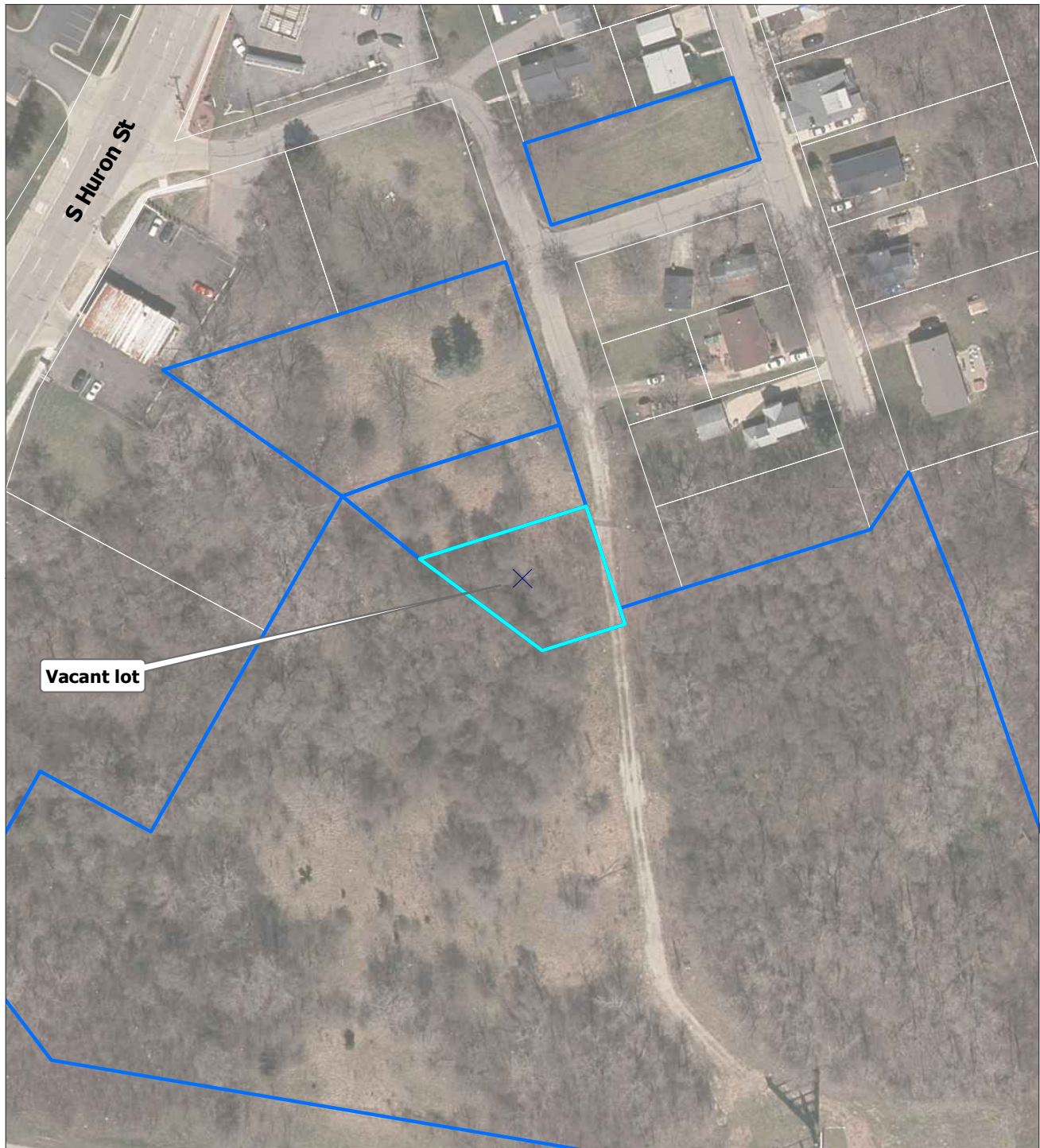
0 50 100 200 Feet

FOR DISCUSSION ONLY.

18 Dec 2019

Source: Washtenaw County GIS/City of Ypsilanti
Aerial date: 2015

Bell Rd (unaddressed)



0 50 100 200 Feet

FOR DISCUSSION ONLY.

18 Dec 2019

Source: Washtenaw County GIS/City of Ypsilanti
Aerial date: 2015

Candy Cane Park



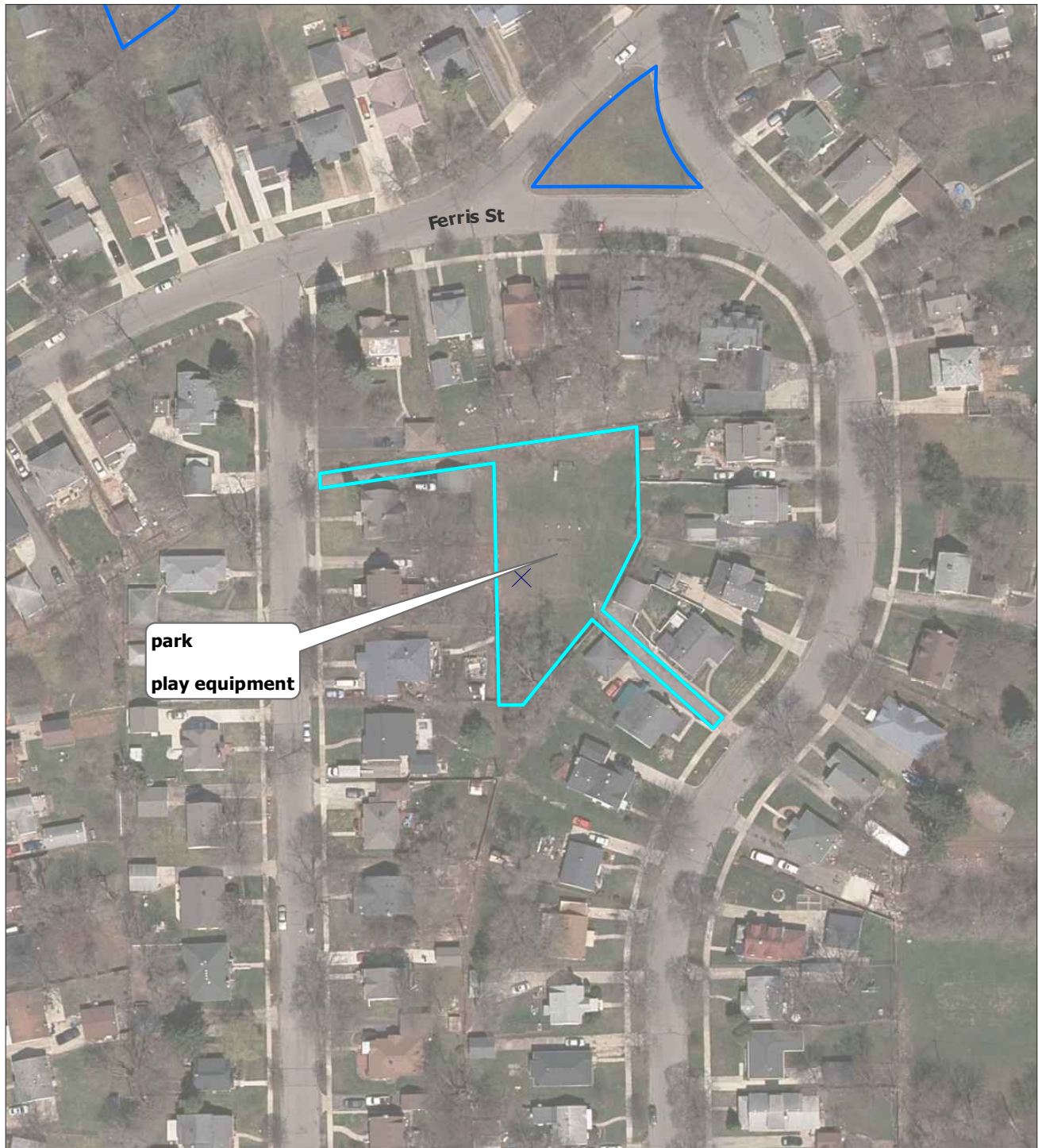
0 50 100 200 Feet

FOR DISCUSSION ONLY.

18 Dec 2019

Source: Washtenaw County GIS/City of Ypsilanti
Aerial date: 2015

Carrie R Mattingly Park



0 50 100 200 Feet

FOR DISCUSSION ONLY.

18 Dec 2019

Source: Washtenaw County GIS/City of Ypsilanti
Aerial date: 2015

Charles St Tot Lot



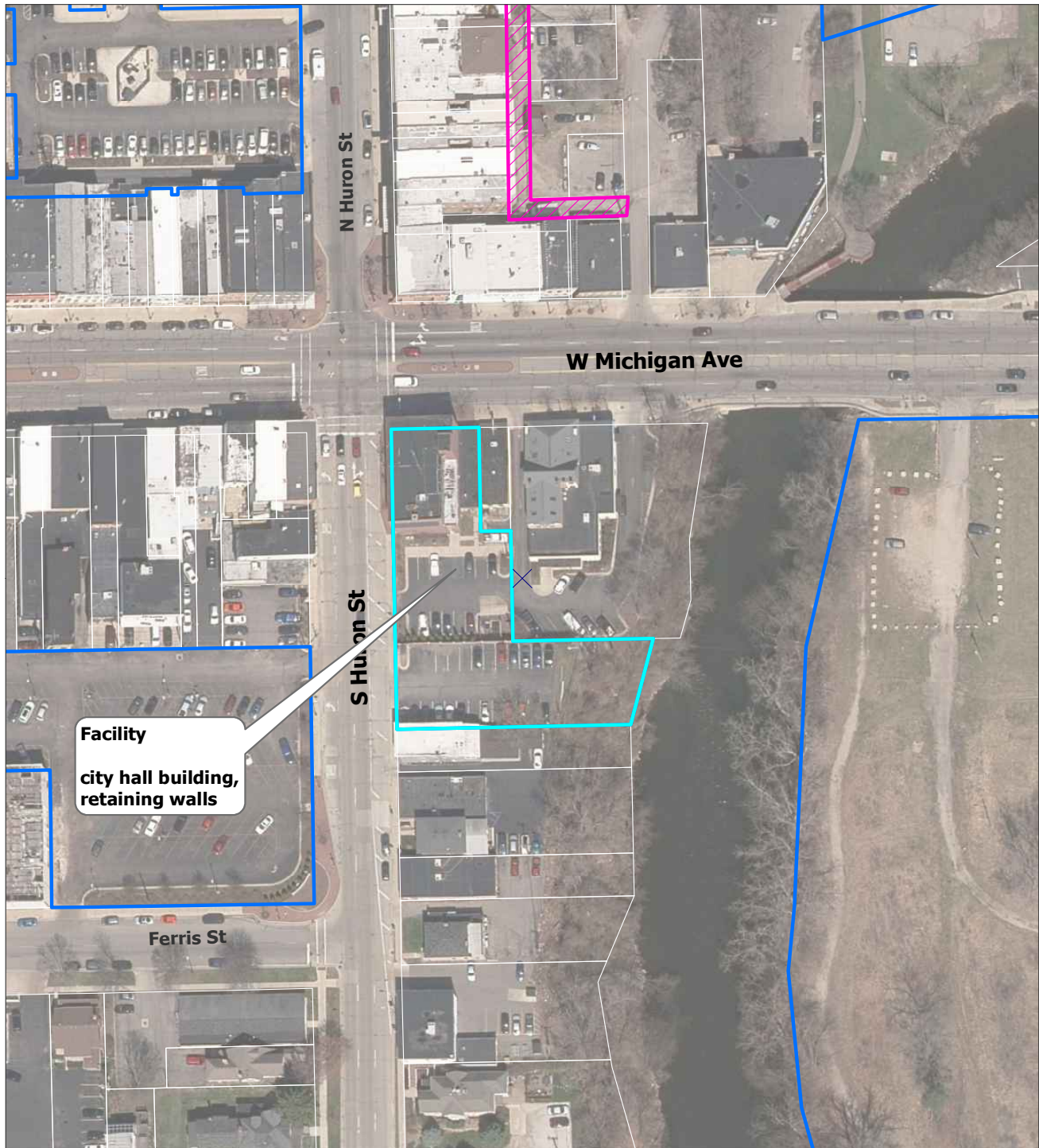
park
play equipment,
signage



0 50 100 200 Feet

FOR DISCUSSION ONLY.
18 Dec 2019
Source: Washtenaw County GIS/City of Ypsilanti
Aerial date: 2015

City Hall



0 50 100 200 Feet

FOR DISCUSSION ONLY.

18 Dec 2019

Source: Washtenaw County GIS/City of Ypsilanti
Aerial date: 2015

Compost Yard



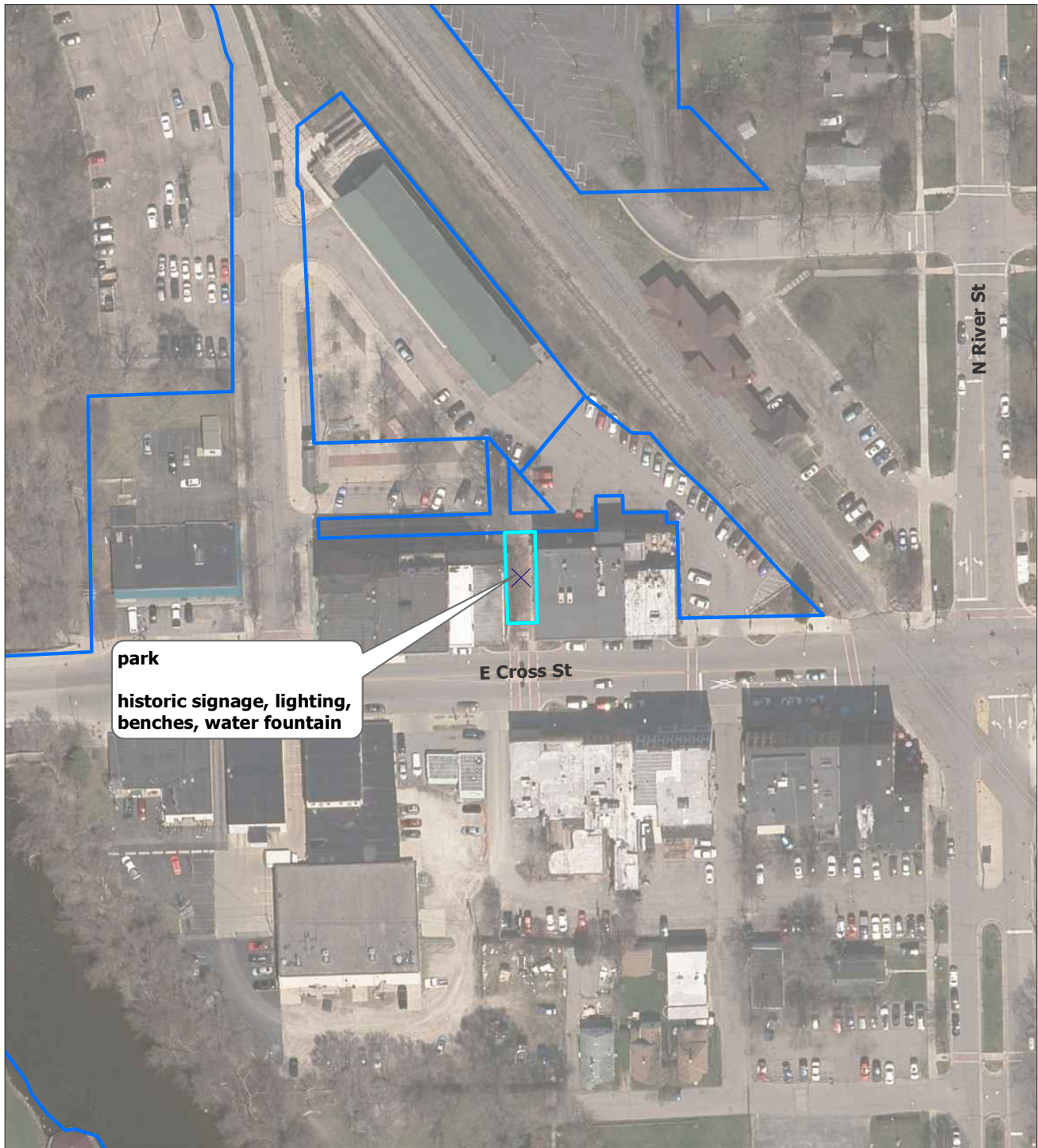
0 125 250 500 Feet

FOR DISCUSSION ONLY.

18 Dec 2019

Source: Washtenaw County GIS/City of Ypsilanti
Aerial date: 2015

Cross St Alley



0 50 100 200 Feet

FOR DISCUSSION ONLY.

18 Dec 2019

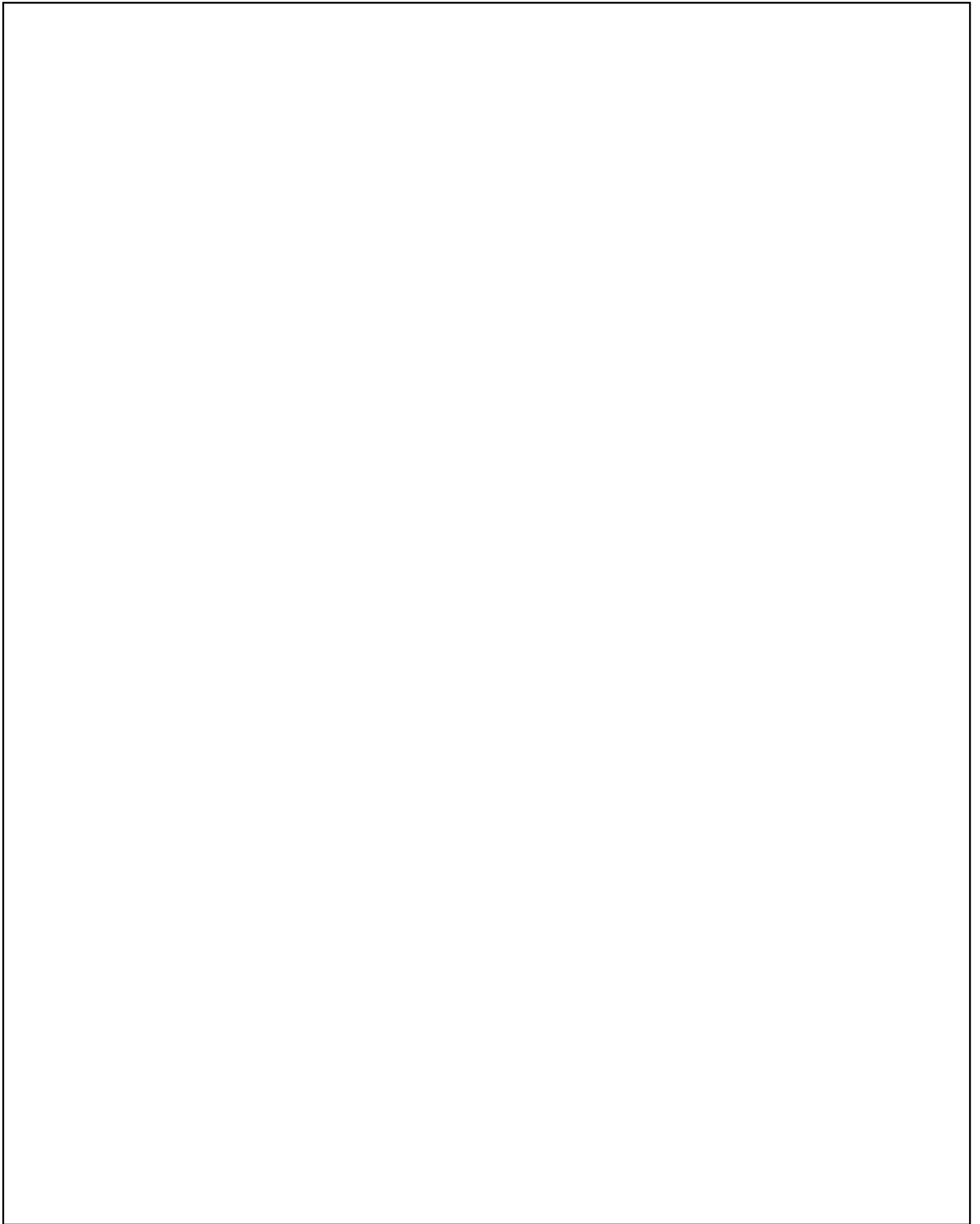
Source: Washtenaw County GIS/City of Ypsilanti
Aerial date: 2015

Vehicle Replacement Schedule

Vehicle Replacement Number & Cost of Motorpool Items to be Replaced								
	Current Number	21/22	22/23	23/24	24/25	25/26	26/27	27/28
CED	5	1		1		1		1
		\$30,000		\$30,000		\$30,000		\$30,000
DPS	46	4	5	3	7	5	6	2
		\$363,000	\$585,000	\$333,000	\$703,200	\$83,000	\$394,800	\$376,000
Fire	8		2				3	1
			\$30,000				\$400,000	\$1,200,000
Manager	2							
Police	21	2	2	2	1	2	0	2
		\$90,000	\$90,000	\$90,000	\$90,000	\$90,000	\$90,000	\$90,000
	82	7	9	6	8	8	9	6

53

FINAL DRAFT



Project Sheets

DRAFT

FINAL DRAFT



City of Ypsilanti Capital Project Request Form

1

FY2020/2021

FY2026/2027

Project

	Prepared by/Contact for questions Rheagan
Is this the first request, or was this in last years' CIP/budget?	

Description and Location

compliance	requirements	Michigan
------------	--------------	----------

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?
--

Schedule

Estimated start date and completion date
--

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship

Estimated Service Life

--

Last modified 10 December 2019

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer/

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?



City of Ypsilanti Capital Project Request Form

4

FY2021/2022
through
FY2027/2028

Project

Title Axon Body Cameras	
Department Police Department	Prepared by/Contact for questions Chief T. DeGiusti
Is this the first request, or was this in last years' CIP/budget? Project started in the 2018-19 Budget	

Description and Location

Body worn cameras worn by police personnel.

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department? This is a priority for the department to continue this program. YPD has had a body camera program since 2014 and is an essential element in accountability, transparency and building the public trust. This current contract was approved to replace old equipment.

Schedule

Estimated start date and completion date Currently through 2023
--

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship Not dependent on other projects
--

Estimated Service Life

5 Years

Total Estimated Cost

Revenue Source	21/22	22/23	23/24	24/25	25/26	26/27	27/28
Operating Revenue (fees, etc)	15, 108	15,108					
Fund Balance G/L:							
Bond Issue							
Grant Name:							
Special Assessment							
Millage							
Other							
TOTAL		45,324					

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer

Costs based on current State Bid Contracts

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?
Neither



City of Ypsilanti Capital Project Request Form

5

FY2021/2022
through
FY2027/2028

Project

Title In Car Camera System	
Department Police Department	Prepared by/Contact for questions Chief T. DeGiusti
Is this the first request, or was this in last years' CIP/budget? Submitted and approved for the 2021-22 Budget	

Description and Location

Camera and audio recording system for each patrol vehicle.
--

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department? The in car camera program has been in the police department since the 1990's and is an integral the departments transparency. The cameras are vital in internal investigations as well as evidence in criminal and civil proceeding. Current equipment is unreliable and frequently in disrepair.

Schedule

Estimated start date and completion date July 2021 - 2026
--

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship Not dependent on other projects
--

Estimated Service Life

Unknown

Total Estimated Cost

Revenue Source	21/22	22/23	23/24	24/25	25/26	26/27	27/28
Operating Revenue (fees, etc)	10,000	10,000	10,000	10,000	10,000	10,000	
Fund Balance G/L:							
Bond Issue							
Grant Name:							
Special Assessment							
Millage							
Other							
TOTAL							

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer

System will be provided by Axon and is estimated based on current pricing.

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?
Neither



City of Ypsilanti Capital Project Request Form

7

FY2021/2022
through
FY2027/2028

Project

Title DSS Logger	
Department Police Department	Prepared by/Contact for questions Chief T. DeGiusti
Is this the first request, or was this in last years' CIP/budget? Project started in the 2018-19 Budget	

Description and Location

Phone recording system at the Police Department

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department? This replaced obsolete equipment
--

Schedule

Estimated start date and completion date Currently through 2023
--

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship Not dependent on other projects
--

Estimated Service Life

Unknown

Total Estimated Cost

Revenue Source	21/22	22/23	23/24	24/25	25/26	26/27	27/28
Operating Revenue (fees, etc)	4,500	4,500					
Fund Balance G/L:							
Bond Issue							
Grant Name:							
Special Assessment							
Millage							
Other							
TOTAL		13,500					

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer

Current Contract

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?

Neither



City of Ypsilanti Capital Project Request Form

8

FY2021/2022
through
FY2027/2028

Project

Title Police Vehicles	
Department Police Department	Prepared by/Contact for questions Chief T. DeGiusti
Is this the first request, or was this in last years' CIP/budget? Recurring	

Description and Location

Routine vehicle replacement

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department? This is a priority for the Department. A well maintained and operational fleet is key top the mission of the Police Department. The ability to swiftly and efficiently respond to emergencies and scenes of crimes is a core operational principle.

Schedule

Estimated start date and completion date Recurring

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship Not dependent on other projects
--

Estimated Service Life

Approximately 7 years per vehicle

Total Estimated Cost

Revenue Source	21/22	22/23	23/24	24/25	25/26	26/27	27/28
Operating Revenue (fees, etc)							
Fund Balance G/L:							
Bond Issue							
Grant Name:							
Special Assessment							
Millage							
Other	90,000	90,000	90,000	90,000	90,000	90,000	90,000
TOTAL							

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer

Costs based on current State Bid Contracts

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?
Neither



City of Ypsilanti Capital Project Request Form

Project

Heating Cooling	
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	

Description and Location

heating, ventilation, replacement.	conditioning (HVAC) updates.	department
---------------------------------------	---------------------------------	------------

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?		
equipment eco-friendly environment ventilation. ultimately	workplace	building produces department employees,

Schedule

Estimated start date and completion date
--

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer

\$35,000

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?

long-term,



City of Ypsilanti Capital Project Request Form

Project

Office/Building Maintenance	
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	

Description and Location

dormitory	dormitory (roughly	(upgrade	mattresses amenities	springs),
-----------	--------------------	----------	----------------------	-----------

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?				
Ypsilanti employees. Replacing requirements	antiquated furniture,	equipment	environment	currently

Schedule

Estimated start date and completion date
--

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship	
independent	projects

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer
\$12,000 \$15,000

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?

department recurring
(possibly) department, long-term



City of Ypsilanti Capital Project Request Form

14

FY2020/2021
through
FY2026/2027

Project

Title Parkridge Expansion	
Department Parkridge center/Recreation	Prepared by/Contact for questions Anthony Williamson
Is this the first request, or was this in last years' CIP/budget? yes	

Description and Location

This is a request to make expansion to the Parkridge community Center located at 591 Armstrong on the city's southside.

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?

This is a city owned facility, there are needed upgrades and repairs put this expansion would make the facility more user friendly but there is no evidence that it will improve safety.

Schedule

Estimated start date and completion date

July. 1 2020 would be an exceptable start date I am not qualified to answer regarding completion.

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship

I am not in a position to effectively respond to this question but my understanding of the city's budget and ability in previous years lend me to believe that coordination is necessary.

Estimated Service Life

Total Estimated Cost

Revenue Source	20/21	21/22	22/23	23/24	24/25	25/26	26/27
Operating Revenue (fees, etc)							
Fund Balance G/L:							
Bond Issue							
Grant Name:							
Special Assessment							
Millage							
Other							
TOTAL							

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer/
Not qualified to answer

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long term, or neither?

The long term impact would be continued use and growth at Parkridge Center, continued collaboration with Washtenaw Community College and other local entities.

February 3, 2020

Parkridge Community Center facility expansion and improvement. Narrative to support

I would like look to explore these opportunities to enhance the quality of services to residents within the City of Ypsilanti. This request is presented in two segments;

___ smaller maintenance and beautification;

- smoke detector upgrades
- window repair (plexiglass) in gym
- ceiling tile replacement throughout the building
- Improvement of the heating and cooling system.
- Regular quarterly floor waxing)
- upgrade to LED lighting in Gym
- Add 6-10 electric outlets throughout the building

___ Larger expansion request

- fulfill requirements to be a licensed full use kitchen;
- Expand the space to include an additional classroom;
- Expand space to include storage space to return the front office to a functional office (currently being used as equipment storage)
- Additions added to the back of the facility to expand the kitchen. (I understand that there may be some possibility to connect with Washtenaw County's Office of Community and Economic Development

As there is currently no budget for recreation, I am unsure of the impact on the operating expenses. I am involved at Parkridge through a unique partnership with Washtenaw Community College. However, I have observed the growth of programs and activities in the area for the past twenty years. During the past ten years, we all have seen the improvement of what I affectionately call the Harriett Street corridor which runs from Huron street on the east and ends at First Avenue on the West. Improvements at the Harriett Street Commerce Center, the Business strip, Hamilton Crossings, Hope Clinic and New Parkridge Homes has made this one of the best areas within the City. The only physical change that has not occurred externally has been Parkridge Community Center. This will provide an opportunity for much needed change as we look to infuse the area with new civic pride and cultural transformation.

Respectfully,

Anthony Williamson, LLMSW
Director of Educational Development



City of Ypsilanti
Capital Project Request Form

15a

FY2020/2021

FY2026/2027

Project

Furnace replacement	
Ypsilanti Senior Center	Prepared by/Contact for questions: Monica Prince
Is this the first request, or	

Description and Location

The aging furnace and air conditioners are in need of replacing

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department
It is a priority because of the age of the furnace.

Schedule

Estimated start date and completion date < 6 months

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship: Is not dependent

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer/ ?

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither? It should be more energy efficient.



City of Ypsilanti
Capital Project Request Form

15b

FY2020/2021

FY2026/2027

Project

Electrical upgrade	
Ypsilanti Senior Center	Prepared by/Contact for questions: Monica Prince
Is this the first request, or	

Description and Location

The electrical system has been patched for many years. It needs to be upgraded to repair some of the patches, i.e. the outlets for the main room are on the same circuit as the furnace circuit.
--

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?
This will improve safety. This is a priority for the safety of the members and the building

Schedule

Estimated start date and completion date : <6 months
--

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship	No dependent but could be coordinated with other projects
---	---

Estimated Service Life

lifetime

Draft Only

Last modified 10 December 2019

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer/: \$3,000 from AJ Leo

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?



City of Ypsilanti
Capital Project Request Form

16

FY2020/2021

FY2026/2027

Project

Room addition	
Ypsilanti Senior Center	Prepared by/Contact for questions: Monica Prince
Is this the first request, or	

Description and Location

An addition of a room on the senior center will give added activities to the schedule at the center. Right now we have activities in the rooms nearly all the time we are open. It would also help to give space to have interns from the neighboring colleges to help with programming.

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?

This is part of a long term masterplan for the center.

Schedule

Estimated start date and completion date +year

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship

Estimated Service Life

forever

Draft Only

Last modified 10 December 2019

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer/: ?

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither? It would add to the upkeep of the building but would also make it more usable.



City of Ypsilanti
Capital Project Request Form

17

FY2020/2021

FY2026/2027

Project

Kitchen ventilation system	
Ypsilanti Senior Center	Prepared by/Contact for questions: Monica Prince
Is this the first request, or	

Description and Location

To comply with Health Department guidelines the small fan in the kitchen needs to be replaced with a commercial ventilation and fire suppression system.
--

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?
This will improve safety. It would also allow the kitchen to be used as a commercial kitchen. Part of a strategic goal of the senior center

Schedule

Estimated start date and completion date: < 6 months
--

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship: Not dependent
--

Estimated Service Life

Lifetime?

Draft Only

Last modified 10 December 2019

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer/: Quotes from 2 companies between \$30,000 - \$40,000

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither? neither



City of Ypsilanti Capital Project Request Form

Project

Replacement	
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	
Request	

Description and Location

conjunction	waterway.	substructure understand determine	beginning replacement	deteriorate	existing engineers
environmental					

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?					
deterioration	eventually	replaced.	engineering		
reconstruction	typically	complete	Performing	engineering	prepared
advantage	preliminary engineering discussions	understanding	opportunities		

Schedule

Estimated start date and completion date
--

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer
Engineer provided

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?



City of Ypsilanti Capital Project Request Form

Project

Rehabilitation	Engineering
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	
Request	

Description and Location

Estimated Engineering	engineering anticipated	Rehabilitation

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?		
engineering	funding necessary	majority complete

Schedule

Estimated start date and completion date

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer
Engineer provided

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?



City of Ypsilanti Capital Project Request Form

Project

Rehabilitation Construction Engineering	
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	
Request	

Description and Location

Estimated	construction engineering anticipated	construction	Rehabilitation construction
-----------	--------------------------------------	--------------	-----------------------------

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?			
engineering	necessary	funding complete	majority Construction

Schedule

Estimated start date and completion date
--

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer
Estimated approximately construction

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?



City of Ypsilanti Capital Project Request Form

Project

Rehabilitation Construction	
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	

Description and Location

deteriorating associated rehabilitation Program rehabilitation

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?
emergency eliminates crossing

Schedule

Estimated start date and completion date
--

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship Engineering Construction Engineering

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer
Engineer provided

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?



City of Ypsilanti Capital Project Request Form

Project

Renovation	
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	

Description and Location

renovation	breakroom.
------------	------------

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?			
departmental rearranging	promote modernizing	employees modernizing	Replacing promote employee

Schedule

Estimated start date and completion date
--

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?
significant operating expenses.



City of Ypsilanti Capital Project Request Form

Project

Aggregate	
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	

Description and Location

aggregate construction activities,	properly separate
---------------------------------------	-------------------

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department? organize promoting
--

Schedule

Estimated start date and completion date
--

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?
savings through prevented



City of Ypsilanti Capital Project Request Form

Project

	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	

Description and Location

currently	existing
-----------	----------

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?
employees additional

Schedule

Estimated start date and completion date
--

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?
significant



City of Ypsilanti Capital Project Request Form

Project

Additional Parking	
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	

Description and Location

	employees	customers/visitors
--	-----------	--------------------

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department? accessible handicap

Schedule

Estimated start date and completion date
--

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?
significant



City of Ypsilanti Capital Project Request Form

Project

Propane	Installation
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	

Description and Location

Installation	injection systems	anticipated
	monthly	purchase
		conversion
		emissions
		additional
		preparation

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?
implement

Schedule

Estimated start date and completion date

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship
considered
conversion
proposed

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer
company,

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?

Propane conversion

engines

operating expenses.
emissions

conversion



City of Ypsilanti Capital Project Request Form

Project

Projects	
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	

Description and Location

estimates	prioritizing	funding.	projects	working	obtaining
-----------	--------------	----------	----------	---------	-----------

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?
--

Schedule

Estimated start date and completion date 2021-2027

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer
annually.

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?

Funding maintenance associated deteriorating



City of Ypsilanti Capital Project Request Form

Project

(Kingwood	Engineering
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	
Request	

Description and Location

engineering	proposed construction
-------------	-----------------------

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?
engineering necessary documents

Schedule

Estimated start date and completion date
--

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship
(Kingwood Construction Engineering Construction

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer
Estimated approximately construction

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?



City of Ypsilanti Capital Project Request Form

Project

(Kingwood	Construction Engineering
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	
Request	

Description and Location

Construction Engineering	specified

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?			
Construction engineering necessary	necessary component oversight	construction provides	constructed properly.

Schedule

Estimated start date and completion date

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship		
(Kingwood	Construction	Engineering

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer
Estimated approximately construction

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?



City of Ypsilanti Capital Project Request Form

Project

(Kingwood	Construction
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	
Request	

Description and Location

reconstruction	anticipated
----------------	-------------

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?		
improvement projects improvements consistent	non-motorized	implement non-motorized

Schedule

Estimated start date and completion date
--

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship
(Kingwood Construction Engineering Engineering

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer
Engineer provided

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?



City of Ypsilanti Capital Project Request Form

Project

Hawkins)	Engineering
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	
Request	

Description and Location

engineering	proposed construction
-------------	-----------------------

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?
engineering necessary documents

Schedule

Estimated start date and completion date
--

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship
Hawkins) Construction Engineering Construction

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer
Estimated approximately construction

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?



City of Ypsilanti Capital Project Request Form

Project

Hawkins) Construction Engineering	
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	
Request	

Description and Location

Construction Engineering	specified

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?			
Construction engineering necessary	necessary component oversight	construction constructed properly.	provides

Schedule

Estimated start date and completion date
--

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship	
Hawkins) Construction	Engineering

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer
Estimated approximately construction

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?



City of Ypsilanti Capital Project Request Form

Project

Hawkins) Construction	
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	
Request	

Description and Location

anticipating reconstruction	completed	anticipated
--------------------------------	-----------	-------------

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department? improvement projects improvements consistent non-motorized implement non-motorized		
---	--	--

Schedule

Estimated start date and completion date
--

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship Hawkins)- Construction Engineering Engineering	
--	--

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer
Engineer provided

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?



City of Ypsilanti Capital Project Request Form

Project

Washington	Emmet)	Engineering
		Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?		
Request		

Description and Location

engineering	proposed construction
-------------	-----------------------

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?
engineering documents necessary

Schedule

Estimated start date and completion date
--

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship
Washington Emmet) Construction Engineering Construction

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer
Estimated approximately construction

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?



City of Ypsilanti Capital Project Request Form

Project

Washington Rehabilitation	Emmet) Construction Engineering
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	
Request	

Description and Location

Construction Engineering	specified

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?			
Construction engineering necessary	necessary component oversight	construction	provides constructed properly.

Schedule

Estimated start date and completion date

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship			
Washington Rehabilitation	Emmet) Construction	Engineering	

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer
Estimated approximately construction

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?



City of Ypsilanti Capital Project Request Form

Project

Washington Rehabilitation	Emmet) Construction
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	
Request	

Description and Location

funding. proposed	completed Washtenaw Washington
------------------------	--

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?	rehabilitation projects reconstruction
--	---

Schedule

Estimated start date and completion date
--

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship		
Washington Rehabilitation	Emmet)- Construction Engineering	Engineering

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer
Engineer provided

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?



City of Ypsilanti
Capital Project Request Form

Project

Reconstruction (Cornell Leforge) Engineering	
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget? Request	

Description and Location

engineering	proposed construction
-------------	-----------------------

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?
engineering necessary documents

Schedule

Estimated start date and completion date
--

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship Reconstruction (Cornell Leforge) Construction Engineering Construction

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer
Estimated approximately construction

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?



City of Ypsilanti Capital Project Request Form

Project

Reconstruction (Cornell Leforge) Construction Engineering	
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	
Request	

Description and Location

Construction Engineering	specified

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?			
Construction engineering necessary	necessary component oversight	construction provides	constructed properly.

Schedule

Estimated start date and completion date

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship			
Reconstruction (Cornell Leforge)	Construction	Engineering	

Estimated Service Life

--

Total Estimated Cost

		200,000	200,000				
		200,000	200,000				

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer
Estimated approximately construction

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?



City of Ypsilanti Capital Project Request Form

Project

Reconstruction (Cornell Leforge) Construction	
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	

Description and Location

reconstruction, Transportation	reconstruction Transportation Improvement	non-motorized improvements highway completing mentioned Washtenaw
-----------------------------------	--	--

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?

Schedule

Estimated start date and completion date

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship
Engineering Reconstruction (Cornell Leforge) Construction Engineering

Estimated Service Life

--

Total Estimated Cost

			587,500				
			587,500				

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer
Engineer provided

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?



City of Ypsilanti Capital Project Request Form

Project

Rehabilitation (Sherman Congress)	
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	
Request	

Description and Location

Construction Engineering	specified

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?			
Construction engineering necessary	necessary component oversight	construction provides	constructed properly.

Schedule

Estimated start date and completion date

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship	
Rehabilitation (Sherman Congress) Engineering	Construction

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer
Estimated approximately construction

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?



City of Ypsilanti Capital Project Request Form

Project

Rehabilitation (Sherman Congress)	Construction
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	
Request	

Description and Location

funding. Congress.	proposed	completed	Washtenaw
			proposing
	estimated	\$60,000	

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?	reconstruction
rehabilitation projects	Michigan.

Schedule

Estimated start date and completion date
--

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship	
Rehabilitation (Sherman Congress) Engineering Engineering	Construction

Estimated Service Life

--

Total Estimated Cost

	287,200						
	287,200						

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer
Engineer provided

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?



City of Ypsilanti Capital Project Request Form

Project

(Michigan Catherine)	Engineering
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	
Request	

Description and Location

engineering	proposed construction
-------------	-----------------------

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?
engineering necessary documents

Schedule

Estimated start date and completion date
--

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship
(Michigan Catherine)- Construction Engineering Construction

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer
Estimated approximately construction

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?



City of Ypsilanti Capital Project Request Form

Project

(Michigan Catherine) Construction Engineering	
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	
Request	

Description and Location

Construction Engineering	specified

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?			
Construction engineering necessary	necessary component oversight	construction	provides constructed properly.

Schedule

Estimated start date and completion date
--

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship	
(Michigan Catherine) Construction	Engineering

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer
Estimated approximately construction

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?



City of Ypsilanti Capital Project Request Form

Project

(Michigan Catherine) Construction	
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	

Description and Location

funding. — proposed	completed	Washtenaw (Michigan Catherine).
---------------------	-----------	------------------------------------

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?
rehabilitation projects reconstruction

Schedule

Estimated start date and completion date
--

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship (Michigan Catherine)- Construction Engineering Engineering

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer
Engineer provided

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?



City of Ypsilanti Capital Project Request Form

Project

Replacement Program	
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	

Description and Location

compliant	\$100,000	Ypsilanti	non-compliant	Independent
requesting designing projects	projects together	engineering construction coordinate	improvements.	

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department? required.

Schedule

Estimated start date and completion date completed	construction
---	--------------

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer		
\$50,000	\$50,000	\$20,000

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?		
compliant.	replacement	necessary



City of Ypsilanti Capital Project Request Form

Project

Replacement	Recycling/Yard
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	

Description and Location

perform	recycling
---------	-----------

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?
scheduled replacement. perform recycling

Schedule

Estimated start date and completion date
--

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship

Estimated Service Life

--

Total Estimated Cost

		233,000					
		233,000					

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer Mechanics
--

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither? expenses operating insurance, Replacing motorpool maintenance regards expenses



City of Ypsilanti Capital Project Request Form

FY2020/2021

FY2026/2027

Project

Replacement	
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	

Description and Location

replacement.	construction	employees	perform	operations	maintenance	scheduled
--------------	--------------	-----------	---------	------------	-------------	-----------

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?
replacement existing

Schedule

Estimated start date and completion date	purchased	approval	authority.
--	-----------	----------	------------

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship

Estimated Service Life

--

Total Estimated Cost

			\$66,000				
			\$66,000				

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer/
mechanics

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?

expenses operating motorpool
insurance, Replacing maintenance regards
maintenance expenses



City of Ypsilanti Capital Project Request Form

FY2020/2021

FY2026/2027

Project

Replacement	Chipper
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	

Description and Location

scheduled equipment replacement.

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department? replacement existing equipment.

Schedule

Estimated start date and completion date purchased approval authority.

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship

Estimated Service Life

--

Total Estimated Cost

			\$50,000				
			\$50,000				

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer/
mechanics

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?

expenses operating motorpool
insurance, Replacing maintenance regards
maintenance expenses



City of Ypsilanti Capital Project Request Form

FY2020/2021

FY2026/2027

Project

Replacement	
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	

Description and Location

responsibilities.

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department? scheduled replacement.
--

Schedule

Estimated start date and completion date purchased approval authority.

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer/
mechanics

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?

expenses operating motorpool
insurance, Replacing maintenance regards
maintenance expenses



City of Ypsilanti Capital Project Request Form

FY2020/2021

FY2026/2027

Project

Replacement	
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	

Description and Location

reconstruction	employees	perform	maintenance scheduled replacement.
----------------	-----------	---------	---------------------------------------

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?
replacement existing

Schedule

Estimated start date and completion date	purchased	approval	authority.
--	-----------	----------	------------

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship

Estimated Service Life

--

Total Estimated Cost

					\$60,000		
					\$60,000		

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer/
mechanics

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?

expenses operating motorpool
insurance, Replacing maintenance regards
maintenance expenses



City of Ypsilanti Capital Project Request Form

Project

Replacement	
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	

Description and Location

primarily	operations.
-----------	-------------

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?
obligations perform injuries. trunklines Michigan automotive

Schedule

Estimated start date and completion date
--

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer
Mechanics

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?

expenses operating motorpool
insurance, Replacing maintenance regards
maintenance expenses



City of Ypsilanti Capital Project Request Form

Project

Replacement	
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	

Description and Location

primarily	operations.
-----------	-------------

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?
obligations perform injuries. trunklines Michigan automotive

Schedule

Estimated start date and completion date
--

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer Mechanics
--

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither? expenses operating insurance, Replacing maintenance motorpool maintenance regards expenses



City of Ypsilanti Capital Project Request Form

Project

Replacement	
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	

Description and Location

primarily	operations.
-----------	-------------

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?
obligations perform injuries. trunklines Michigan automotive

Schedule

Estimated start date and completion date
--

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer
Mechanics

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?

expenses operating motorpool
insurance, Replacing maintenance regards
maintenance expenses



City of Ypsilanti Capital Project Request Form

Project

Replacement	
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	

Description and Location

primarily	operations.
-----------	-------------

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?
obligations perform injuries. trunklines Michigan automotive

Schedule

Estimated start date and completion date
--

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer Mechanics
--

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither? expenses operating insurance, Replacing maintenance motorpool regards expenses maintenance



City of Ypsilanti Capital Project Request Form

FY2020/2021

FY2026/2027

Project

Replacement	
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	

Description and Location

perform scheduled replacement.	maintenance properties.
-----------------------------------	----------------------------

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department? scheduled replacement.
--

Schedule

Estimated start date and completion date purchased approval authority.

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship

Estimated Service Life

--

Total Estimated Cost

					\$15,000		
					\$15,000		

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer/
mechanics

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?

expenses operating motorpool
insurance, Replacing maintenance regards
maintenance expenses



City of Ypsilanti Capital Project Request Form

FY2020/2021

FY2026/2027

Project

Replacement	
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	

Description and Location

perform scheduled replacement.	maintenance properties.
-----------------------------------	----------------------------

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department? scheduled replacement.
--

Schedule

Estimated start date and completion date purchased approval authority.

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship

Estimated Service Life

--

Total Estimated Cost

					\$15,000		
					\$15,000		

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer/
mechanics

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?

expenses operating motorpool
insurance, Replacing maintenance regards
maintenance expenses



City of Ypsilanti Capital Project Request Form

FY2020/2021

FY2026/2027

Project

Replacement	
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	

Description and Location

perform scheduled replacement.	maintenance properties.
-----------------------------------	----------------------------

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department? scheduled replacement.
--

Schedule

Estimated start date and completion date purchased approval authority.

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship

Estimated Service Life

--

Total Estimated Cost

							\$15,000
							\$15,000

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer/
mechanics

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?

expenses operating motorpool
insurance, Replacing maintenance regards
maintenance expenses



City of Ypsilanti Capital Project Request Form

Project

Replacement	Recycling/Yard
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	

Description and Location

perform	recycling

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?	scheduled	replacement.	perform recycling

Schedule

Estimated start date and completion date
--

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship

Estimated Service Life

--

Total Estimated Cost

				233,000			
				233,000			

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer
Mechanics

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?

expenses operating motorpool
insurance, Replacing maintenance regards
maintenance expenses



City of Ypsilanti Capital Project Request Form

Project

Replacement	
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	

Description and Location

replacement.	operator	perform	signals. scheduled
--------------	----------	---------	-----------------------

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?		
negligent.	signage	signals.

Schedule

Estimated start date and completion date
--

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer
Mechanics

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?

expenses operating motorpool
insurance, Replacing maintenance regards
maintenance expenses



City of Ypsilanti Capital Project Request Form

FY2020/2021

FY2026/2027

Project

Replacement	
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	

Description and Location

reconstruction	employees	perform	maintenance
		scheduled	replacement.

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?
replacement existing

Schedule

Estimated start date and completion date	purchased	approval	authority.
--	-----------	----------	------------

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer/
mechanics

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?

expenses operating motorpool
insurance, Replacing maintenance regards
maintenance expenses



City of Ypsilanti Capital Project Request Form

FY2020/2021

FY2026/2027

Project

Replacement	
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	

Description and Location

reconstruction	employees	perform	maintenance
		scheduled	replacement.

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?
replacement existing

Schedule

Estimated start date and completion date
purchased approval authority.

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship

Estimated Service Life

--

Total Estimated Cost

			\$60,000				
			\$60,000				

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer/
mechanics

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?

expenses operating motorpool
insurance, Replacing maintenance regards
maintenance expenses



City of Ypsilanti Capital Project Request Form

63

FY2020/2021

FY2026/2027

Project

Replacement	
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	

Description and Location

reconstruction	employees	perform	maintenance
		scheduled	replacement.

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?
replacement existing

Schedule

Estimated start date and completion date
purchased approval authority.

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship

Estimated Service Life

--

Last modified 10 December 2019

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer/
mechanics

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?

expenses operating motorpool
insurance, Replacing maintenance regards
maintenance expenses



City of Ypsilanti Capital Project Request Form

Project

Replacement	Sweeper
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	

Description and Location

entering	discharge	obligated	vacuuming	scheduled	replacement.
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Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?	Cleaning
prevents blockages	

Schedule

Estimated start date and completion date
--

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship

Estimated Service Life

--

Total Estimated Cost

		245,000					
		245,000					

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer Mechanics
--

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither? expenses operating insurance, Replacing maintenance motorpool regards expenses maintenance



City of Ypsilanti Capital Project Request Form

FY2020/2021

FY2026/2027

Project

Replacement	Environmental
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	

Description and Location

Supervisor replacement.	perform	scheduled
----------------------------	---------	-----------

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?
Scheduled replacement Supervisor's

Schedule

Estimated start date and completion date
purchased approval authority.

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer/
mechanics

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?

expenses operating motorpool
insurance, Replacing maintenance regards
maintenance expenses



City of Ypsilanti Capital Project Request Form

FY2020/2021

FY2026/2027

Project

Replacement	
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	

Description and Location

Supervisor replacement.	perform	scheduled
----------------------------	---------	-----------

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?	
Scheduled replacement	Supervisor's

Schedule

Estimated start date and completion date	purchased	approval	authority.
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Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer/
mechanics

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?

expenses operating motorpool
insurance, Replacing maintenance regards
maintenance expenses



City of Ypsilanti Capital Project Request Form

FY2020/2021

FY2026/2027

Project

Replacement	
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	

Description and Location

sidewalks.	scheduled replacement.
------------	------------------------

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?				
Removing	sidewalks	pedestrian	equipment	performs

Schedule

Estimated start date and completion date
--

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship

Estimated Service Life

--

Total Estimated Cost

							\$25,000
							\$25,000

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer/
mechanics

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?

expenses operating motorpool
insurance, Replacing maintenance regards
maintenance expenses



City of Ypsilanti Capital Project Request Form

Project

Enforcement	
Enforcement	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	

Description and Location

Enforcement	2011-2012	currently
-------------	-----------	-----------

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?		
enforcement	enforcement	transportation
accessibility	Department citywide.	enforcement

Schedule

Estimated start date and completion date
09/01/2021

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship		
savings	requesting	purchase
departments		

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer
\$24,885

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?

replacing

expensive



City of Ypsilanti Capital Project Request Form

Project

Building Department	Enforcement
Prepared by/Contact for questions	
Is this the first request, or was this in last years' CIP/budget?	

Description and Location

building department	enforcement	technology
centralized information		

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?		
enforcement.	keeping coordination	building department technology
somewhat information collaboratively.		

Schedule

Estimated start date and completion date
7-15-2021

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship	
independent	enforcement
somehow integrate	

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer

Washtenaw

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?

efficiency

inspections



City of Ypsilanti Capital Project Request Form

74

FY2020/2021

FY2026/2027

Project

	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	

Description and Location

resolution 2019-242. Estimated	committed \$1,529,000,
--------------------------------	------------------------

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department? Strategic-
--

Schedule

Estimated start date and completion date Unknown, grant-dependent;

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship acquisition
--

Estimated Service Life

--

Last modified 10 December 2019

Total Estimated Cost

		3,171,000					
		4,700,000					

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer/
Engineers'

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?
expenses facility).



City of Ypsilanti Capital Project Request Form

75

FY2020/2021

FY2026/2027

Project

Peninsular	
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	

Description and Location

resolution 2019-101. Estimated	committed \$500,000,
--------------------------------	----------------------

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department? Mandatory

Schedule

Estimated start date and completion date Unknown, grant-dependent
--

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship projects

Estimated Service Life

--

Last modified 10 December 2019

Total Estimated Cost

	2,700,000						

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer/
feasibility

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?
expenses long-run maintenance



City of Ypsilanti Capital Project Request Form

Project

Parking Freighthouse	
Department	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	

Description and Location

Freighthouse patching repairwork.	railroad) generally
--------------------------------------	---------------------

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?
--

Schedule

Estimated start date and completion date spring/summer

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship Independent
--

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer
perform equivalent budgeted.

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?
emergency maintenance patching,



City of Ypsilanti Capital Project Request Form

Project

Parking Parking	
Department	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	

Description and Location

significant repairwork, including sawcut/patching, cracksealing,
--

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?
--

Schedule

Estimated start date and completion date
spring/summer ongoing

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship
Independent

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer
perform equivalent budgeted.

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?
emergency maintenance patching,



City of Ypsilanti Capital Project Request Form

Project

Parking	
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	

Description and Location

beginning	(approximately	reinforcement.	surrounding
-----------	----------------	----------------	-------------

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?	
conditions	deteriorate

Schedule

Estimated start date and completion date
--

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship
Independent

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer

\$45,000

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?

damage



City of Ypsilanti Capital Project Request Form

Project

Residential	Related)
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	

Description and Location

discussions obtaining expenditure.	regarding recycling infrastructure purchase recycling discussion typically	discussed households planning applying identifying possibility
--	---	---

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?		
community. recycling	recycling convenience through automated collection.	recycled potentially operation

Schedule

Estimated start date and completion date
--

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer	households
---	------------

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?	operating expenses	recycling	transitions	automated
--	--------------------	-----------	-------------	-----------



City of Ypsilanti Capital Project Request Form

Project

Replacement	
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	

Description and Location

scheduled replacement.	sidewalks	construction operations.
------------------------	-----------	--------------------------

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?			
Removing	sidewalks	pedestrian	equipment performs

Schedule

Estimated start date and completion date
--

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer
Mechanics

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?

expenses operating motorpool
insurance, Replacing maintenance regards
maintenance expenses



City of Ypsilanti Capital Project Request Form

FY2020/2021

FY2026/2027

Project

Replacement	
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	

Description and Location

reconstruction	employees	perform	maintenance
		scheduled	replacement.

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?
replacement existing

Schedule

Estimated start date and completion date
purchased approval authority.

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer/
mechanics

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?

expenses operating motorpool
insurance, Replacing maintenance regards
maintenance expenses



City of Ypsilanti Capital Project Request Form

Project

Parking	Rehabilitation
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	
Request	

Description and Location

construction	completing	rehabilitation
Washtenaw.	responsibility	...
agreement	responsibility	maintenance
	responsible	rehabilitating

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?			
Maintenance	commercial	integrity	provides necessary

Schedule

Estimated start date and completion date
--

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer provided

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?



City of Ypsilanti Capital Project Request Form

Project

	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	
Request	

Description and Location

Michigan Department Michigan requested implement.	Transportation Hamilton, Washtenaw complete non-motorized improvements locations, pedestrians bicyclists.	complete rehabilitation accessible non-motorized
--	---	--

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?
Non-motorized improvements non-motorized promote pedestrian

Schedule

Estimated start date and completion date
--

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer provided

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?



City of Ypsilanti Capital Project Request Form

Project

I-94/Huron	Pedestrian
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	
Request	

Description and Location

Township, Ypsilanti partnering protected Washtenaw pathway.	Michigan Department converting	Transportation, Ypsilanti
budgeted		

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?
Non-motorized improvements promote pedestrian non-motorized

Schedule

Estimated start date and completion date
--

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer provided

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?



City of Ypsilanti Capital Project Request Form

Project

Replacements	
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	
Request	

Description and Location

requesting properties.	annually complete standards	sidewalks building department	sidewalks adjacent recommendations ordinance
replacement enforcement			

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?			
Periodically evaluating community.	sidewalks	important	pedestrian

Schedule

Estimated start date and completion date
--

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?

Improving

litigation.



City of Ypsilanti Capital Project Request Form

Project

(Hawkins	Engineering
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	
Request	

Description and Location

engineering	proposed construction
-------------	-----------------------

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?
engineering necessary documents

Schedule

Estimated start date and completion date
--

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship
(Hawkins Construction Engineering Construction

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer
Estimated approximately construction

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?



City of Ypsilanti Capital Project Request Form

Project

(Hawkins	Construction Engineering
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	
Request	

Description and Location

Construction Engineering	specified
--------------------------	-----------

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?
Construction engineering necessary necessary component oversight construction provides constructed properly.

Schedule

Estimated start date and completion date
--

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship
(Hawkins Construction Engineering

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer
Estimated approximately construction

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?



City of Ypsilanti Capital Project Request Form

Project

(Hawkins	Construction
	Prepared by/Contact for questions
Is this the first request, or was this in last years' CIP/budget?	
Request	

Description and Location

reconstruction	anticipated
----------------	-------------

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?	
improvement projects improvements consistent	non-motorized implement non-motorized

Schedule

Estimated start date and completion date
--

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship
(Hawkins Huron)- Construction Engineering Engineering

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer
Engineer provided

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?



City of Ypsilanti Capital Project Request Form

91

FY2020/2021

FY2026/2027

Project

Computer Replacement	
	Prepared by/Contact for questions Rheagan
Is this the first request, or was this in last years' CIP/budget?	

Description and Location

computer replacements

Justification & Priority within the department

Is the City legally required to do this? Will it improve safety? Is it part of the Master Plan or another plan or policy? Is it a priority of your department?			
Strategic;	departments	functioning	equipment

Schedule

Estimated start date and completion date ongoing

Coordination

Identify if the project is dependent upon other project(s) in the CIP and describe the relationship

Estimated Service Life

--

Total Estimated Cost

Basis of Cost Estimate

Cost of comparable facility/equipment, cost estimate or quote from engineer/
budgeted

Longer-Term Impact on Operating Expenses

Will this project add upkeep expenses, save us money in the long-term, or neither?



Resolution No. 2021-100
May 18, 2021

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

That the public hearing for the Capital Improvement Plan for FY2021/2022 through FY2027/2028 by officially closed.

OFFERED BY: _____

SECONDED BY: _____

YES: NO: ABSENT: VOTE:

This resolution is adopted by the Council of the City of Ypsilanti and approved by the Mayor this 18 day of May 2021

#Resolution No. 2021-100



Resolution No. 2021-101
May 18, 2021

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

That the following items be approved:

1. **Resolution No. 2021-102, approving the minutes of May 4, 2021.**
2. **Resolution No. 2021-103, approving appointments to Boards and Commissions.**

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
18 day of May 2021

#Resolution No. 2021-101



Resolution No. 2021-102
May 18, 2021

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

THAT the minutes of May 4, 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
18 day of May 2021

#Resolution No. 2021-102



MINUTES REGULAR COUNCIL Meeting

6:00 PM - Tuesday, May 4, 2021

Zoom Meeting

The REGULAR COUNCIL of the City of Ypsilanti was called to order on Tuesday, May 4, 2021, at 6:00 PM, in the Zoom Meeting, with the following members present:

PRESENT: Council Member Jennifer Symanns (Washtenaw County, City of Ypsilanti) 6:44 PM., 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 (Washtenaw County, City of Ypsilanti), Council Member Annie Somerville (Washtenaw County, City of Ypsilanti), and Mr. Brian Jones-Chance (Washtenaw County, City of Ypsilanti)

ABSENT: None

I CALL TO ORDER

The meeting was called to order at 6:00 PM

II ROLL CALL

Council Member Wilcoxon moved, seconded by Council Member Morgan to excuse Council Member Symmans (6:44 PM). On a voice vote the motion carried.

III AGENDA APPROVAL

Council Member Wilcoxon moved, seconded by Mr. Jones-Chance to amend the agenda by removing Resolution No. 2021-090 from the Consent. On a voice vote the motion carried.

Council Member Wilcoxon moved, seconded by Council Member Morgan to approve the agenda as amended. On a voice vote the motion carried.

IV PUBLIC COMMENT (3 MINUTES)

None

V PRESENTATIONS

a) Proclamation in honor of Michigan Ladder - Mayor Richardson.

- b) EMU Public and Nonprofit Budgeting Class presentation of the City of Ypsilanti's Financial Health. - Kylar Chandler, Fay Alshimmary, & Karalyn Anderton
- c) City of Ypsilanti five year financial projection - John Kaczor, Principal at Municipal Analytics.
- d) Management Proposed Budget for Amended Budget FY 20-21 & FY 21-22 - City Manager Frances McMullan & Finance Director/Treasurer Rheagan Basabica

VI ORDINANCES FIRST READING

- a) Ordinance 1375, An Ordinance entitled, "2021-2022 Tax Levy Ordinance"
 - 1. Resolution No. 2021-084, determination
 - 2. Public Hearing **1**
 - 3. Resolution No. 2021-085, closing the public hearing

Council Member Jennifer Symanns moved, seconded by Council Member Anthony Morgan, to approve Resolution No. 2021-084

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

That the proposed ordinance entitled "2021-2022 Tax Levy Ordinance", be approved on First Reading.

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

Mayor Pro-Tem Nicole Brown moved, seconded by Council Member Steven Wilcoxon, to approve Resolution No. 2021-085

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

That the public hearing on the proposed ordinance entitled "2021-2022 Tax Levy Ordinance", be officially closed.

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

- b) Ordinance 1376, An Ordinance entitled, "An Ordinance to Amend Budget Appropriations by Department and major Organizational Unit for FY 2020-2021 & FY 2021-2022"
 - 1. Resolution No. 2021-086, determination
 - 2. Public Hearing
 - 3. Resolution No. 2021-087, close the public hearing

Council Member Anthony Morgan moved, seconded by Council Member Steven Wilcoxon, to approve Resolution No. 2021-086

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:
That an ordinance entitled, "An Ordinance to Amend Budget Appropriations by Department and Major Organizational Unit for the Fiscal Year 2020-2021 and 2021-2022, be approved on First Reading.

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

Mayor Pro-Tem Nicole Brown moved, seconded by Council Member Steven Wilcoxon, to approve Resolution No. 2021-087

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

The Public Hearing for An Ordinance to Amend Budget Appropriations by Department and Major Organizational Unit for the Fiscal Year 2020-2021 and 2021-2022, be officially closed.

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

VII CONSENT AGENDA

- a) Resolution No. 2021-088, approving the Consent Agenda.

Mayor Pro-Tem Nicole Brown moved, seconded by Council Member Brian Jones-Chance, to approve Resolution No. 2021-087 (As Amended)

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

That the following items be approved:

1. **Resolution No. 2021-089, approving the minutes of April 20, 2021.**
2. **~~Resolution No. 2021-090, approving appointments to Boards and Commissions.~~**

Moved to section VIII

3. **Resolution No. 2021-091, accepting the City Clerk evaluation.**

RESULT:	CARRIED.
MOVER:	Mayor Pro-Tem Nicole Brown
SECONDER:	Council Member Brian Jones-Chance

AYES: Nicole Brown, Brian Jones-Chance, Jennifer Symanns, Steven Wilcoxon, Lois Richardson, Anthony Morgan, and Annie Somerville

- b) Resolution No. 2021-089, approving the minutes of April 20, 2021.

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

THAT the minutes of April 20, 2021 be approved.

- c) Resolution No. 2021-090, approving appointments to boards and commissions.
(moved and heard during Section VIII)
- d) Resolution No. 2021-091, accepting the evaluation of the City Clerk.

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, the City Clerk reports directly to the City Council and is supervised by the governing body; and

WHEREAS, the City Council has evaluated City Clerk Andrew Hellenga for his performance over the evaluation period; and

NOW THEREFORE, BE IT RESOLVED the Ypsilanti City Council hereby accepts the report on Mr. Hellenga by the Evaluation Committee.

VIII RESOLUTIONS/MOTIONS/DISCUSSIONS

- a) Resolution No. 2021-090, approving appointments to boards and commissions.

Council Member Steven Wilcoxon moved, seconded by Mayor Pro-Tem Nicole Brown, to approve Resolution No. 2021-090

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

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

<u>NAME</u>	<u>BOARD</u>	<u>EXPIRATION</u>
<u>Michael Simmons</u>	<u>Planning</u>	<u>5/1/2024</u>
<u>Reappointment</u>		
<u>128 Bell St.</u>		
<u>Ypsilanti, MI 48197</u>		
<u>Jessica Donnelly</u>	<u>Planning</u>	<u>5/1/2024</u>
<u>Reappointment</u>		
<u>757 Mildred</u>		
<u>Ypsilanti, MI 48197</u>		

Yvonne Abdoo **Human Relations** **7/1/2024**
New Appointment
2028 Collegewood Dr.
Ypsilanti, MI 48197

Georgina Hickey **ZBA** **5/1/2024**
Reappointment
1001 Pearl St.
Ypsilanti, MI 48197

Julia Bayha **Sustainability** **5/1/2024**
Reappointment
401 W. Michigan Ave #614
Ypsilanti, MI 48197

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

- b) Resolution No. 2021-092, approving a letter of intent with Strategic Alliance for installation of broadband infrastructure.

Council Member Brian Jones-Chance moved, seconded by Council Member Steven Wilcoxon, to call the question for Resolution No. 2021-092

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

Council Member Anthony Morgan moved, seconded by Council Member Steven Wilcoxon, to approve Resolution No. 2021-092

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

Whereas, City Council was provided a presentation regarding the installation of fiber optics and Wi-Fi Kiosks throughout the city by Strategic Alliance CDC; and

Whereas, bridging the digital divide would create more equitable access to technology vital for education and business growth; and

WHEREAS, City Council was informed this program would not require financial backing from the city for the duration of the twenty year contract; and

Whereas, City Council requested staff evaluate the program; and

WHEREAS, approval of a letter of intent is needed to move forward to acquire financing for the project; and

WHEREAS, a negotiated contract would be brought to City Council for approval prior to implementation of the project.

Now therefore be it resolved that the Ypsilanti City Council direct the City Manager to draft and provide a letter of intent to Strategic Alliance CDC to begin accessing funding for project implementation.

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

- c) Resolution No. 2021-093, adopting the Master Plan.

Council Member Brian Jones-Chance moved, seconded by Council Member Steven Wilcoxon, to approve Resolution No. 2021-093

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, the City of Ypsilanti adopted the Shape Ypsilanti Master Plan in 2013 which establishes guiding values and policy recommendations for the City;

WHEREAS, the Ypsilanti Planning Commission has the responsibility of developing a Master Plan and any updates;

WHEREAS, the Planning Commission determined in 2018 that a Master Plan update was necessary;

WHEREAS, the Ypsilanti Sustainability Commission drafted a Sustainability Plan in which the Planning Commission subsequently determined to incorporate into the Master Plan update as a full chapter;

WHEREAS, the Ypsilanti City Council distributed the drafted Master Plan update for public comment in accordance to PA 33 of 2008 (Michigan Planning Enabling Act);

WHEREAS, the Ypsilanti City Council resolved to be the final adopting authority of the Master Plan update in accordance to PA 33 of 2008;

WHEREAS, the Ypsilanti Planning Commission recommended City Council adopt the drafted Master Plan update;

NOW THEREFORE BE IT RESOLVED, that the Ypsilanti City Council adopt the drafted Master Plan update.

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

- d) ~~Resolution No. 2021-094, declaring gun violence a matter of public health.~~
(removed until the May 18th Agenda)
- e) Resolution No. 2021-095, urging the U.S. Congress to pass H.R. 842 to greatly increase economic opportunity in the United States.

Council Member Steven Wilcoxon moved, seconded by Mayor Pro-Tem Nicole Brown, to approve Resolution No. 2021-095

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, economic inequality has skyrocketed as a result of legislative inaction to pass pro-worker labor laws and properly administer the National Labor Relations Act of 1935, which has been systematically attacked and dismantled for several decades to make it more difficult for workers to form unions; and

WHEREAS, the H.R. 842, commonly referred to as the PRO Act, is the most significant worker empowerment legislation since the Great Depression, as it stands to give workers a free and fair choice on whether to form a union, ensure workers can reach a first contract quickly after a union is recognized, end employers' practice of punishing striking workers by hiring permanent replacements, and hold bad corporations accountable with real penalties for illegally retaliating against workers who organize; and

WHEREAS, the PRO Act will help make America's economy work for working people, and help raise stagnant wages that have only increased a mere 9% from 1973 to 2013, while productivity has increased 74% over that same time period; and

WHEREAS, through the expansion of collective bargaining under the PRO Act, there will be increases in pay and protections for women, people of color, immigrants, and the LGBTQ community in areas where our non-discrimination laws continue to fall short and lack adequate protections; and

WHEREAS, America's economic recovery as we emerge from the greatest public health crisis in over a century must involve strong unions by making the PRO Act the law of the land, increasing worker power and rebuilding our economy fairly for all of us; and

NOW, THEREFORE, BE IT RESOLVED, that this body affirms its support for workers and their right to organize and, in expressing those values urges Congress to pass H.R. 842 to greatly increase economic opportunity in America and empower workers through the promotion and expansion of collective bargaining; and

BE IT FURTHER RESOLVED, that the City Council of the City of Ypsilanti directs the City Clerk to forward copies of this resolution to Michigan's U.S. Senators, Michigan's U.S. House of Representatives, Washtenaw County's State Legislative delegation, the Washtenaw County Board of Commissioners, and the Urban Core Mayors of the Michigan Municipal League.

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

- f) Resolution No. 2021-096, authorizing the submission of a Michigan Department of Natural Resources Trust Fund Application and make available a local match through financial commitment and donation for Frog Island.

Council Member Steven Wilcoxon moved, seconded by Council Member Brian Jones-Chance, to approve Resolution No. 2021-096

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

WHEREAS, the City of Ypsilanti is hereby making a financial commitment to the project in the amount of \$44,400 matching funds in cash; and,

WHEREAS, if the grant is awarded the applicant commits its local match and donated amounts from the following sources:

- **Washtenaw County Parks and Recreation, \$100,000**
- **Huron River Watershed Council \$4,800 cash and \$4,800 in-kind**

- Washtenaw County Water Resources, \$2,000 in-kind
Total \$104,800 cash and \$6,800 in-kind

NOW THEREFORE, BE IT RESOLVED that the City Council hereby authorizes submission of a Michigan Department of Natural Resource Trust Fund Application for \$300,000, and further resolves to make available a local match through financial commitment and donation(s) of \$156,000 (34%) of a total \$456,000 project cost, during the 2022-2023 fiscal year.

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

- g) Resolution No. 2021-097, supporting the National John Lewis Voting Rights Advancement Action Day and commit to the continued support of Voting Rights for all people. (added)

Council Member Steven Wilcoxon moved, seconded by Council Member Brian Jones-Chance, to approve Resolution No. 2021-097

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, access to the ballot box is a right of all qualified electors, and

WHEREAS, prior to the passage of the Voting Rights Act of 1965, African Americans in the South faced tremendous obstacles to voting; including poll taxes, literacy tests, and other bureaucratic restrictions denying them the right to vote; and

WHEREAS, African Americans faced harassment, intimidation, economic reprisals, and physical violence when trying to register to vote; and

WHEREAS, on March 7, 1965, John Lewis, along with Hosea Williams led a march from Selma to Montgomery, Alabama to bring attention to this injustice. While crossing the Edmund Pettus Bridge the voting-rights activists were attacked by state troopers and John Lewis was severely beaten; and

WHEREAS, the attack received national attention, and persuaded President Johnson and Congress to initiate meaningful and effective national voting rights legislation; and

WHEREAS, in 2013 the Supreme Court decision of Shelby County v Holder eliminated a critical part of the act, stating it no longer related to current conditions in areas where discrimination was once rampant.

John Lewis responded that the Supreme Courts decision has stuck a dagger into the heart of the Voting Rights Act, and

WHEREAS, H.R. 4, the Voting Rights Advancement Act, later renamed the John R. Lewis Voting Rights Act of 2020, passed the House of Representatives on December 6, 2019, by a decisive margin, however, never passed the Senate, and

WHEREAS, the John Lewis Voting Rights Advancement Action Day raises awareness to ensure voting rights are to be protected from the action of those who seek to uphold voter suppression, and

WHEREAS, the strength, the sacrifice, and the shedding of blood to implement the 1965 Voting Rights Act should not further erode or be decimated, and

WHEREAS, people are standing together across American on May 8, 2021 to fight for democracy and push back against deceptive practices which seek to suppress our vote, and push back against practices that specifically target African Americans and people of color.

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Ypsilanti supports the National John Lewis Voting Rights Advancement Action Day and commit to the continued support of Voting Rights for all people.

BE IT FURTHER RESOLVED, that the City Council of the City of Ypsilanti direct the City Clerk to forward this resolution to the City's representatives in the US House of Representatives and the US Senate, imploring them to pass both H.R. 1, For the People Act and H.R. 4 the John Lewis Voting Rights Advancement Act.

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

- h) Discussion regarding the Capital Improvements Plan for FY 2021-2022.

IX BOARD AND COMMISSINOS - NOMINATIONS

- a) **Zoning Board of Appeals - (added)**
Tom Roach - Reappointment Exp. 5/1/2024
912 Pearl
Ypsilanti, MI 48197

Jason Ringholz - Reappointment (Alternate) Exp. 5/1/2024
1219 Westmoorland
Ypsilanti, MI 48197

X BOARD AND COMMISSIONS - LIAISON REPORTS

Mr. Jones-Chance

- **The Planning Commission supported approving the capital improvement plan.**

Council Member Morgan

- **YPAC voted to support hiring a social worker for the Police Department. It was a 6-Yes to 1- No vote.**
 - **Waiting for funding details and the job description**
 - **Requesting to be involved with the development of the social worker**
- **Passed a resolution to have a link for YPAC on the City's website home page**
- **Next meeting is May 27th, 2021**

Council Member Wilcoxen

- **Sustainability Meeting will be next week**
- **The Parks Commission**
 - **Council Member Wilcoxen spoke with the Commission about having a vision for Pen Park once the dame is removed. Renovate the power house**
 - **Next meeting Council Member Wilcoxen will present in terms of the expected increase of land for the Park**

XI LIAISON REPORTS

1. SEMCOG Update **None**
2. Washtenaw Area Transportation Study **No meeting**
3. Urban County **Meeting tomorrow**
4. Ypsilanti Downtown Development Authority **None**
5. Friends of Rutherford Pool **Request to have permit fee waived**

XII COUNCIL PROPOSED BUSINESS

Council Member Morgan

- **Will meet with Mr. Jones-Chance and Mayor Pro-Tem next Saturday for a violence working group.**

Council Member Wilcoxen

- **Spoke to Brian Foley about the homicide at the gas station and the limitations, in terms of Council setting policies, to deal with gun violence and police departments.**
- **Asked for the development of a police for board and commission reappointments.**

Mr. Jones-Chance

- **The affordable housing group continues to meet to develop strategies.**
- **There will be a Town Hall Saturday at 1 PM for residents to talk about the recent gun violence.**

XIII COMMUNICATIONS FROM THE MAYOR

XIV COMMUNICATIONS FROM THE CITY MANAGER

- **Sent a public notice to Council regarding the Waste Water Utilities Project on W. Cross street between N Huron and Summit Street. This will take place between the Memorial and Labor Day Holidays.**
- **The Police Chief, City Manager, City Attorney, Community Economic Development Manager, City Clerk, and Director of Economic Development met to discuss legal strategies that will assist with addressing the increase in violence and gun violence in the City. An update will be provided to Council.**
- **Thanked the Mayor and Council for their support during the budget process.**

XV COMMUNICATIONS

- a) Second Reading of the Budget - May 18, 2021 at 6:00 pm.

XVI ADJOURNMENT

- a) Resolution No. 2021-098, adjourning the City Council Meeting.

Mr. Jones-Chance moved, seconded by Council Member Wilcoxon to adjourn the City Council Meeting at 9:45 PM. On a voice vote the motion carried.

- 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.



Resolution No. 2021-103
May 18, 2021

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

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

<u>NAME</u>	<u>BOARD</u>	<u>EXPIRATION</u>
Tom Roach (Reappointment) 912 Pearl Ypsilanti, MI 48197	ZBA	5/1/2024
Jason Ringholz (Reappointment) 1219 Westmoorland Ypsilanti, MI 48197	ZBA (Alternate)	5/1/2024

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 18 day of May 2021

#Resolution No. 2021-103



Resolution No. 2021-104
May 18, 2021

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

That the proposed ordinance entitled "2021-2022 Tax Levy Ordinance", be approved on Second and Final Reading.

OFFERED BY: _____

SECONDED BY: _____

YES: NO: ABSENT: VOTE:

This resolution is adopted by the Council of the City of Ypsilanti and approved by the Mayor this 18 day of May 2021

#Resolution No. 2021-104



Ordinance No. 1375

2021-2022 TAX LEVY ORDINANCE

THE CITY OF YPSILANTI ORDAINS THAT:

A general operating millage rate of 17.6637 mills (.0176637 cents per \$1) of the Taxable Value, according to the assessment roll of the last preceding year is approved and authorized; and

The City Clerk is authorized to certify to the City Treasurer and City Assessor the total amount to be levied and restriction for the City of Ypsilanti is:

MILLAGE NAME	MILLAGE RATE
GENERAL OPERATING	17.6637
POLICE & FIRE PENSION	6.6354
POLICE & FIRE OPEB	2.6007
SANITATION	2.5826
WATER STREET LTGO RFDG BONDS 2016A (VOTED IN AUGUST 8, 2017)	1.9483
PUBLIC TRANSIT (VOTED IN NOVEMBER 2010)	.9088
TOTAL	32.3395

Made, passed and adopted by the Ypsilanti City Council this ____ day of ____, 2021

Lois Richardson, Mayor

Andrew Hellenga, City Clerk



Ordinance No. 1375

2021-2022 TAX LEVY ORDINANCE

ATTEST

I do hereby confirm that the above Ordinance NO. 1375 was published on the City of Ypsilanti website on May ____, 2021 and published in Washtenaw Legal News on the ____ of May, 2021 edition.

Andrew Hellenga, City Clerk

CERTIFICATE OF ADOPTING

I hereby certify that the foregoing is a true copy of the ordinance passed at the regular meeting of the City Council held on the ____ of ____, 2021.

Andrew Hellenga, City Clerk

Public Hearing Notice

Published on the City of Ypsilanti website on May ____, 2021 and published in Washtenaw Legal News on the ____ of May, 2021 edition.



Resolution No. 2021-105
May 18, 2021

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

That an ordinance entitled, "An Ordinance to Amend Budget Appropriations by Department and Major Organizational Unit for the Fiscal Year 2020-2021 and 2021-2022, be approved on Second and Final Reading.

FUND	FUND NAME	ACTUAL FUND BALANCE, BE	BUDGET 20.21 REVENUE	BUDGET 20.21 EXPENDITURE	BUDGET 21.22 REVENUE	BUDGET 21.22 EXPENDITURE	PROJECTED FUND BALANCE, EN1
101	General Fund	8,350,425	16,214,417	(16,249,586)	15,077,711	(15,526,746)	7,866,221
202	Major Street	2,508,114	3,177,108	(3,479,854)	1,781,186	(1,796,324)	2,250,230
203	Local Street	1,521,756	524,576	(508,489)	572,916	(547,125)	1,563,634
205	Public Safety	35,880	375,000	(345,000)	375,000	(345,000)	95,880
226	Garbage and Rubbish Collection	44,885	1,155,038	(1,099,751)	1,134,809	(1,148,378)	86,603
265	Police Special Revenue	64,099	432	(444)	432	(452)	64,067
275	Depot Town Development	433,950	242,289	(381,311)	273,553	(208,711)	359,770
304	2016 GOLT Bonds	0	883,098	(883,098)	889,137	(889,137)	0
342	2012 UTGO Refunding Bonds	8,589	7	0	7	0	8,603
364	2002B W&S Debt \$485 DWRF	0	31,125	(31,125)	30,375	(30,375)	0
413	Down Town Authority	197,868	389,396	(503,337)	371,855	(322,645)	133,137
414	Capital Improvement	750,358	459,808	(1,009,235)	379,608	(379,608)	200,931
415	Economic Development Authority	33,512	40,228	(40,000)	40,228	(40,000)	33,968
469	2003D W&S \$3.5M DWRF	0	338,125	(338,125)	335,313	(335,313)	0
471	2003C W&S \$785K DWRF	0	49,188	(49,188)	48,063	(48,063)	0
473	2004 A Series DDA Cons \$995K	0	84,728	(84,728)	86,613	(86,613)	0
474	2004B W&S Sew \$6.3M DWRF	0	390,434	(390,434)	387,838	(387,838)	0
477	2006 GO LTD	1,150,450	0	0	0	0	1,150,450
479	2007 W&W Rev DWRF \$375K	0	17,682	(17,682)	17,363	(17,363)	0
480	2008 W&S Disp. Rev \$435K	0	25,231	(25,231)	29,669	(29,669)	0
481	2009 W&S Bonds 7249-01	0	12,101	(12,101)	11,851	(11,851)	0
482	2012 W&S Factory Pump	824,706	182,750	(182,750)	184,438	(184,438)	824,706
483	2013 Rev Refunding Bond	1,625,141	753,200	(753,200)	746,400	(746,400)	1,625,141
485	Water Main DWRF 7320-01	0	27,116	(27,116)	26,616	(26,616)	0
486	2016 W&S Rev Refunding Bonds	0	835,800	(835,800)	839,250	(839,250)	0
495	Sidewalk Improvement	241,693	101,634	(152,916)	101,634	(163,763)	128,282
514	Parking Fund	0	380,926	(380,926)	437,090	(433,938)	3,152
588	Public Transit	5,226	307,468	(307,468)	314,575	(313,606)	6,195
641	Motorpool	1,089,136	1,072,385	(1,045,449)	1,084,385	(1,097,719)	1,102,738
677	Worker's Compensation Fund	594,904	129,491	(181,577)	126,031	(175,832)	493,017
732	Fire and Police Pension	24,396,792	7,627,480	(4,581,968)	3,892,923	(4,654,428)	26,680,799
736	Retiree Benefits	2,292,641	1,785,016	(1,446,695)	1,292,436	(1,475,532)	2,447,866
	Total Budget	46,170,125	37,613,277	(35,344,584)	30,889,305	(32,202,733)	47,125,390

Further, that in accordance with Section 19(2) of Public Act 621 of 1978, also known as the Uniform Budgeting and Accounting Act, parameters are hereby given to allow the City Managers' authority to approve budget transfers between programs within the same fund, and only Council may authorize transfers between funds. Department Heads may transfer funds between accounts within a specific program under their direction with the exception of personnel and capital expenditures, which must be approved by the City Manager.

OFFERED BY: _____

#Resolution No. 2021-105

SECONDED BY: _____

YES:

NO:

ABSENT:

VOTE:

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

#Resolution No. 2021-105



Ordinance No. 1376

AN ORDINANCE TO AMEND BUDGET APPROPRIATIONS BY DEPARTMENT AND MAJOR ORGANIZATIONAL UNIT FOR THE FISCAL YEAR 2020-2021 and 2021-2022

THE CITY OF YPSILANTI ORDAINS:

1. Pursuant to the City Charter Section 5.06 (a), budget appropriations by department and major organizational unit are hereby approved as recommended by the Administration, as approved by City Council, and as shown below by fund and summary of amendments for the General Fund and other funds.

FUND	FUND NAME	ACTUAL FUND BALANCE, BE	BUDGET 20.21 REVENUE	BUDGET 20.21 EXPENDITURE	BUDGET 21.22 REVENUE	BUDGET 21.22 EXPENDITURE	PROJECTED FUND BALANCE, EN
101	General Fund	8,350,425	16,214,417	(16,249,586)	15,077,711	(15,526,746)	7,866,221
202	Major Street	2,508,114	3,177,108	(3,479,854)	1,781,186	(1,736,324)	2,250,230
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304	2016 GOLT Bonds	0	883,098	(883,098)	889,137	(889,137)	0
342	2012 UTGO Refunding Bonds	8,589	7	0	7	0	8,603
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736	Retiree Benefits	2,292,641	1,785,016	(1,446,695)	1,292,436	(1,475,532)	2,447,866
	Total Budget	46,170,125	37,613,277	(35,344,584)	30,889,305	(32,202,733)	47,125,390

Further, that in accordance with Section 19(2) of Public Act 621 of 1978, also known as the Uniform Budgeting and Accounting Act, parameters are hereby given to allow the City Managers' authority to approve budget transfers between programs within the same fund, and only Council may authorize transfers between funds. Department Heads may transfer funds between accounts within a specific program under their direction with the exception of personnel and capital expenditures, which must be approved by the City Manager.

2. Copies to be available. Copies of the ordinance are available at the office of the City Clerk for inspection by, and distribution to, the public during normal business hours.
3. Publication and effective date: The City Clerk shall cause this Ordinance, or a summary of this Ordinance, to be published by printing the same in the Ypsilanti Courier. This Ordinance shall become effective after publication at the expiration of 30 days after adoption.

Made, passed and adopted by the Ypsilanti City Council this ____ day of ____, 2021.

Andrew Hellenga, City Clerk

ATTEST

I do hereby confirm that the above Ordinance No. ____ was published on the City of Ypsilanti website in May ____, 2021 and published in Washtenaw Legal News on the ____ day of May, 2021 edition.

Andrew Hellenga, City Clerk

CERTIFICATE OF ADOPTING

I hereby certify that the foregoing is a true copy of the ordinance passed at the regular meeting of the City Council held on the _____ day of ____, 2021.

Andrew Hellenga, City Clerk



[Please Click Here to Access the Budget](#)



Memorandum

May 18, 2021

For: Mayor and City Council

From: City Manager Frances McMullan and Budget Committee

Subject: Information on Washtenaw County Community Mental Health and Public Safety Millage and Potential Amendments to FY 2020-2021 & 2021-2022

Information

During the first reading of the budget there were several questions regarding the Washtenaw County Community Mental Health and Public Safety Millage. The millage was approved by the voters on November 7, 2017. Below is a summary of the ballot language.

Starting December 1, 2018 voters approved a millage increase of 1 mill for the period of eight years. The millage provided that 38% of funds collected would be allocated to Washtenaw County's Community Mental Health Department for mental health needs, 38% was allocated to the Washtenaw County Sheriff's Office to ensure continued operations and increased collaboration with the mental health community, and 24% to jurisdictions in the County which maintain their own police force.

The Budget Session following the approval, on June 5, 2018 allocated the funds as seen below:

1. \$125,000 to the Park Capital Fund.
2. \$50,000 to the Penn Dam Fund (which was used for the study).
3. \$75,000 to create a Housing Trust Fund.
4. \$25,000 for the removal of the Recycling Center.
5. \$100,000 for the Train Platform.

During the June 19, 2018 meeting an amendment was made to the budget creating the Youth Mental Health Mini-grant. The funds, however, were allocated from the General Fund and not the public safety millage.

Potential Budget Amendments

Goal Sessions Report

The items below were scored highly during goal sessions, but do not currently have a budget allocation:

1. Evaluate Staff and Implement employee raises: A standard of living increase is included in the budget, however, there are not merit increases for Department Heads, including the City Manager and City Clerk. **Total: \$25,060.92**

2. Evaluate Council pay scale: Council, by vote, can increase their salary.
 - a. Below is the budget impact assuming a 2.5% salary increase.

	CURRENT	2.50%	NEW
<u>NAME</u>	<u>SALARY</u>	<u>INCREASE</u>	<u>SALARY</u>
Mayor Richardson	\$9,326.16	\$233.15	\$9,559.31
Mayor Pro-Tem Brown	\$6,217.44	\$155.44	\$6,372.88
Mr. Jones-Chance	\$5,359.20	\$133.98	\$5,493.18
Council Member Somerville	\$5,359.20	\$133.98	\$5,493.18
Council Member Morgan	\$5,359.20	\$133.98	\$5,493.18
Council Member Wilcoxon	\$5,359.20	\$133.98	\$5,493.18
Council Member Symanns	\$5,359.20	\$133.98	\$5,493.18
TOTAL	\$42,339.60	\$1,058.49	\$43,398.09

3. Develop additional administrative support for Council: There is currently not a budget allocation to provide payment for Council interns.

Budget First Reading

1. Adding additional Police Officer - Yearly Cost, including benefits:

Description	Cost
Salaries	\$45,000
Benefits	34,500
Total	\$79,500
Total for 3 Officers	\$238,500

2. Adding a fulltime Records Clerk – Yearly Cost, including benefits:

Description	Cost
Salaries	\$37,000
Benefits	\$24,000
Total	\$61,000



MEMO
5/18/2021

For: Mayor and City Council

From: Christopher Jacobs, Community Development Manager

Subject: Pen Dam Uncovered Lands Survey and Title Work

Background: On September 24, 2019 City Council passed resolution 2019-221 to research the ownership of submerged lands and the respective rights of the City and owners related to the Peninsular Dam Removal. That resolution is attached, and a budget amendment is provided to proceed with the survey and title work along with a quote from OHM to provide those services.

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: _____

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____



As Amended
RESOLUTION NO. 2019-221
September 24, 2019

Background

Ypsilanti City Council determined to remove the Peninsular Dam on the Huron River. The removal will expose land that is currently under water (submerged lands). The City will research the ownership of submerged lands and the respective rights of the City and owners. This resolution is to clarify the City intent for submerged lands and to authorize a title search.

RESOLUTION TO CLARIFY CITY OF YPSILANTI INTENT AS TO LANDS UNDER THE
PENINSULAR DAM BACKWATER AND TO AUTHORIZE TITLE SEARCH

IT IS RESOLVED BY THE YPSILANTI CITY COUNCIL THAT:

1. The City intends to utilize the presently submerged lands adjacent to Penn Park that will become exposed by the dam removal for public and recreation purposes.
2. The City does not intend to utilize for public and recreation purposes City owned presently submerged lands that will be exposed that are not adjacent to Penn Park, but to leave such City land as green space.
3. The City does not intend to utilize any private submerged land that will be exposed for public or recreation purposes.
4. The City Attorney is authorized to conduct a title search of the Peninsular Dam back water submerged lands and hire title and survey work as required.
5. Direct the City Clerk to forward copies of this approved resolution to both Ypsilanti and Superior Townships.

OFFERED BY: Council Member Brown

SUPPORTED BY: Council Member Symanns

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

I do hereby certify that the above resolution is a true and correct copy of Resolution 2019-221 as passed by the Ypsilanti City Council, at their meeting held on September 24, 2019.

Andrew Hellenga, City Clerk



May 14, 2021

Christopher Jacobs
Community Development Manager
City of Ypsilanti
1 S. Huron
Ypsilanti, MI 48197

RE: Explanation of Scope of Services
Peninsular Dam Uncovered Lands Research

Dear Mr. Jacobs:

It is anticipated that the removal of the Peninsular Dam will impact upstream property water levels on thirty-seven (37) Parcels (as the land exists today). The receding water levels will uncover submerged lands while the dam has been in place and the ownership of the land is unknown. The ownership of the uncovered land will need to be determined. OHM Advisors has prepared this explanation of the scope of services for the assistance in researching the owners uncovered lands due to the removal of the Peninsular Dam. OHM has contacted Michigan Title Services to find all Parcel Deed documentation since the 1800's and OHM staff will review the titles and make recommendations on the owner(s) of the uncovered lands. The summary of services is provided below.

Chain of Title for Adjacent Parcels (Michigan Title Services)

The deeds for the individual parcels will be traced back to the 1860's or original land patent. This will become more efficient as the smaller parcels are combined into the original, larger parcels. This can be related to a family tree: the original parcels were created by the Federal Government or Private Claims, then smaller parcels were created as land was divided or platted and sold. This continued until the parcels exist as they do today. Due to the unknown amount of effort to retrieve the documents, Michigan Title Services has given a range of pricing provided below.

Chain of Title for Adjacent Parcels (Michigan Title Services) - \$13,000 to \$30,000

Chain of Title Review (OHM)

The provided chains of title will be reviewed by OHM. We will follow the provided deeds, looking for changes in descriptions and for any conveyance or retainage of rights to the bottomlands. A recommendation will be made as the apparent owner(s) of the bottomlands. This information will be provided in the form of a report and/or tables and exhibits. The best way to convey this will be determined once the findings are complete.

The range of effort by OHM will depend on number of documents that need to be reviewed for each parcel (parcel changes/splits/conveyances/etc.). OHM has assumed 2-4 hours of effort for 37 parcels and the range of pricing is below. It is not anticipated that any field work will be required for the scope of this effort and field work is not included.

Chain of Title Review (OHM) - \$10,000 to \$20,000

OHM Advisors®
34000 PLYMOUTH ROAD
LIVONIA, MICHIGAN 48150

T 734.522.6711
F 734.522.6427

OHM-Advisors.com



The total fee for the scope of services is estimated between \$23,000 and \$50,000. OHM recommends the City budgets on the conservative side for not-to-exceed \$50,000. It should be noted that the City may choose to contract directly with Michigan Title Services for this work, or OHM can administer the contract with Michigan Title Services and invoice the City within one City contract. OHM Advisors will invoice the City of Ypsilanti for the above stated services on an hourly not-to-exceed basis in accordance with the continuing services agreement between OHM and the City. OHM will begin work outlined immediately upon authorization and expect this effort to take between four (4) and six (6) months.

Please do not hesitate to contact us at (734) 522-6711 if there are additional questions or more information is needed. We appreciate the opportunity to provide professional services to the City of Ypsilanti.

Sincerely,
OHM Advisors

Rachel Jackson, P.E.

Accepted for City of Ypsilanti

(Signature)

(Printed Name)

(Title)

(Date)

cc: Frances McMullan, City Manager
Kent Early, P.E., OHM Advisors
Andrew Schripsema, PE, PS, OHM Advisors

CITY OF YPSILANTI, MICHIGAN
BUDGET ADJUSTMENT WORKSHEET
FISCAL YEAR: 2020-2021
FUND: 101
DEPT: Facilities
REQUESTED BY: Christopher Jacobs
DATE: 10/18/2020
AMENDMENT #

ACCT #	ACCT NAME	ADOPTED	AMENDED	REVENUE CHANGE	EXPENDITURE CHANGE	NEW AMENDED BUDGET	REASON
101-4-2653-699-01	PENINSULAR DAM REMOVAL FUND	500,000	0	500,000		500,000	
101-7-2653-818-00	CONTRACTUAL SERVICES	0	60,000		(60,000)	0	Uncovered lands survey and title work for 37 parcels and \$10,000 quote for facilitator services provided by Woods and Watt.
						0	
						0	
						0	
						0	
						0	
						0	

NET CHANGE IN BUDGET:	500,000	(60,000)	440,000
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Approved by the Department head: _____ Date: _____
Approved by City Manager: _____ Date: _____
Approved by City Council (if required): _____ Date: _____



REQUEST FOR LEGISLATION

TO: Mayor and City Council
FROM: Rheagan Basabica
DATE: May 18, 2021
SUBJECT: Audit Engagement Letter of Rehmann LLC for the City's FYE 6/30/2021

DESCRIPTION:

Audit Engagement Letter of Rehmann LLC for the City's FYE 6/30/2021

SUMMARY:

Enclosed is Rehmann LLC audit engagement letter outlining the services they will provide for the audit of the City's Financial Statements for the fiscal year ending June 30, 2021. The letter includes the audit objective, audit procedures and responsibilities, management responsibilities, and the audit fees.

This engagement letter is a requirement to perform the audit. The contract stipulates a three year contract with Rehmann, LLC with an option to renew for another two years. They have completed the 3 years and we would like to use our option to renew.

If you have any questions, please feel free to contact me at 734-483-1105 or by e-mail at rbasabica@cityofypsilanti.com.

RECOMMENDED ACTION: Approval of the Rehmann Robson LLC audit engagement letter and authorizing the City Mayor and the Clerk to sign the letter.

ATTACHMENTS: Proposed resolution and Rehmann LLC audit engagement letter

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: _____

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____



Resolution No. 2021-106
May 18, 2021

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

That the certain engagement letter between the City of Ypsilanti and Rehmann LLC for the annual audit for the fiscal year ended June 30, 2021, be and the same hereby is approved. The Mayor and City Clerk are authorized to sign for and on behalf of 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 18 day of May 2021

#Resolution No. 2021-106

May 6, 2021

Management and the City Council
City of Ypsilanti
One South Huron Street
Ypsilanti, MI 48197

We are pleased to confirm our understanding of the services we are to provide **City of Ypsilanti** (the "City") for the year ended June 30, 2021.

We will audit the financial statements of the governmental activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of the City as of and for the year ended June 30, 2021. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the City's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the City's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion nor provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis
2. Schedules Required by GASB 67 and 68 – Pension Plan
3. Schedules of Funding Progress and Employer Contributions – OPEB Plan

We have also been engaged to report on supplementary information other than RSI, such as combining and individual fund financial statements, that accompanies the City's basic financial statements. We will subject the supplementary information to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves and other additional procedures, in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole.

The following other information accompanying the basic financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and for which our auditor's report will disclaim an opinion:

1. Introductory section of the Comprehensive Annual Financial Report
2. Statistical section of the Comprehensive Annual Financial Report

Rehmann is an independent member of Nexia International.



Audit Objective

The objective of our audit is the expression of opinions as to whether the City's basic financial statements are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the basic financial statements taken as a whole. Our audit of the City's financial statements does not relieve management or those charged with governance of their responsibilities. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of the City's financial statements. Our report will be addressed to the City Council of the City. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs to our report. If our opinions on the financial statements are other than unmodified, we will discuss the reasons with management in advance. If circumstances occur and come to our attention related to the condition of the City's records, the availability of sufficient, appropriate audit evidence, or the existence of a significant risk of material misstatement of the financial statements caused by error, fraudulent financial reporting, or misappropriation of assets, or we become aware that information provided by the City is incorrect, incomplete, inconsistent, misleading, contains material omissions, or is otherwise unsatisfactory which in our professional judgment prevent us from completing the audit or forming an opinion on the financial statements, we retain the right to take any course of action permitted by professional standards, including declining to express an opinion or issue a report, or withdrawing from the engagement.

The concept of materiality is inherent in the work of an independent auditor. An independent auditor places greater emphasis on those items that have, on a relative basis, more importance to the financial statements and greater possibilities of material error than with those items of lesser importance or those in which the possibility of material error is remote. For this purpose, materiality has been defined as "the magnitude of an omission or misstatement of accounting and financial reporting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would have been changed or influenced by the omission or misstatement."

Audit Procedures and Our Responsibilities—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the City or to acts by management or employees acting on behalf of the City.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with auditing standards generally accepted in the United States of America. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate

Management and the City Council
City of Ypsilanti
May 6, 2021
Page 3

level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, creditors, and financial institutions. We may request written representations from the City's attorneys as part of the engagement, and they may bill the City for responding to this inquiry. At the conclusion of our audit, we will also require certain written representations from management about the financial statements and related matters.

We have advised the City of the limitations of our audit regarding the detection of fraud and the possible effect on the financial statements (including misappropriation of cash or other assets). We can, as a separate engagement, perform extended procedures specifically designed to potentially detect defalcations. Management acknowledges that the City has not engaged us to do so and does not wish us to do so at this time.

Management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein. Management agrees to assume all management responsibilities for any nonattest services we provide; oversee the services by designating an individual, preferably within senior management, with suitable skill, knowledge, and/or experience; evaluate the adequacy and results of these or other nonattest services performed by our Firm; and understand and accept responsibility for the results of such services.

We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management functions or responsibilities.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the City and its business environment, including internal control over financial reporting sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures that are appropriate in the circumstances. An audit is not designed to provide assurance on internal control, to identify deficiencies in internal control, or to express an opinion on the effectiveness of internal control over financial reporting. Accordingly, we will express no such opinion. However, during the audit, we will communicate to the appropriate level of management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards. These matters refer to significant matters related to the financial statement audit that are, in our professional judgment, relevant to the responsibilities of those charged with governance in overseeing the City's financial reporting process. When applicable, we are responsible for communicating certain matters required by laws or regulations, or by additional requirements that may be applicable to this engagement. Auditing standards generally accepted in the United States of America do not require the independent auditor to design or perform procedures for the purpose of identifying other matters to communicate with those charged with governance. Management is responsible for assessing the implications of and correcting any internal control-related matters brought to the City's attention by us.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City's compliance with the provisions of applicable laws, regulations, contracts and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Management Responsibilities

Management is solely and completely responsible for designing, implementing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including ongoing monitoring activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with an acceptable financial reporting framework. Management is responsible for determining, and has determined, that the applicable and appropriate financial reporting framework to be used in the preparation of the City's financial statements is accounting principles generally accepted in the United States of America (GAAP).

Management is also solely and completely responsible for making all financial records and related information available to us, including a reasonably adjusted trial balance, and for the accuracy and completeness of that information. Management is also responsible for providing us with (1) access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements, including identification of all related parties and all related-party relationships and transactions, (2) additional information that we may request from management for the purpose of the audit, and (3) unrestricted access to persons within the City from whom we determine it necessary to obtain audit evidence.

For the purposes of this letter, related parties mean members of the governing body; board members; administrative officials; immediate families of administrative officials, board members, and members of the governing body; and any companies affiliated with or owned by such individuals.

Management's responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

We understand that management will provide us with such information required for our audit, including a reasonably adjusted trial balance, and that management is responsible for the accuracy and completeness of that information. Assistance provided by our Firm in the preparation of a reasonably adjusted trial balance is considered an additional billable service.

We will advise management and the City Council about appropriate accounting principles and their application and may assist in the preparation of the City's financial statements, but the ultimate responsibility for the financial statements remains with management with oversight by those charged with governance. As part of our engagement, we may propose standard, adjusting or correcting journal entries to the City's financial statements. Management is responsible for reviewing the entries, understanding the nature of any proposed entries and the impact they have on the financial statements and the implications of such entries on the City's internal control over financial reporting. Further, the City is responsible for designating a qualified management-level individual to be responsible and accountable for overseeing these nonattest services.

Management is responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Management's responsibilities include informing us of its knowledge of any allegations of fraud or suspected fraud or illegal acts affecting the government received in communications from employees, former employees, regulators, or others. In addition, management is responsible for identifying and ensuring that the City complies with applicable laws and regulations.

Management is responsible for the preparation of the supplementary information that is presented fairly in relation to the basic financial statements. Management agrees to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. Management also agrees to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Management's responsibilities include acknowledging to us in the representation letter that (1) management is responsible for presentation of the supplementary information in accordance with GAAP; (2) that management believes the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) that the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) management has disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

During the course of our engagement, we will request information and explanations from management regarding the City's operations, internal control over financial reporting, various matters concerning fraud risk, future plans, specific transactions, and accounting systems and procedures. At the conclusion of our engagement, we will require, as a precondition to the issuance of our report, that management provide certain representations in a written management representation letter.

We are not hosts for any City information. Management is expected to retain all financial and non-financial information that management uploads to a portal (document sharing site), and management is responsible for downloading and retaining in a timely manner anything we upload. Portals are meant as a method only of transferring and sharing data, and are not intended for the storage of City information, which may be deleted at any time. Management is expected to maintain control over the City's accounting systems to include the licensing of applications and the hosting of said applications and data. We do not provide electronic security or back-up services for any of the City's data or records. Giving us access to the City's accounting system does not make us hosts of information contained within.

Fees

Our fee for the audit services for the year ended June 30, 2020 will be charged at rates commensurate with the value of our professional services rendered and are not expected to exceed \$33,800.

Our invoices for these fees are due and payable as follows:

October 31, 2021	\$	17,000
November 30, 2021		16,800

This fee is based on the assumption that unexpected circumstances will not be encountered during the audit. This fee is based on anticipated cooperation from the City's personnel, continued readiness and proactive assistance on their part in providing us with complete and accurate information (whether financial or

Management and the City Council
City of Ypsilanti
May 6, 2021
Page 6

nonfinancial in nature) considered necessary by us to form an appropriate opinion, and the assumption that unexpected circumstances will not be encountered during the audit. Such circumstances include, but are not necessarily limited to significant addition or deletion of funds, component units or related entities and first-time application of significant new professional accounting or auditing pronouncements. In addition, the fee above assumes management will analyze and maintain appropriate support for significant valuation assertions embodied in the financial statements including the valuation of investment securities, the actuarial methods and assumptions used to calculate the net pension and other postemployment benefits liabilities, impairment of capital assets including those held for sale, the valuation of inventories and land held for resale, allowances for uncollectible receivables, and the estimate for incurred-but-not-reported self insurance claims. If significant additional time is necessary, we will discuss the related circumstances with management and arrive at a new fee estimate, which may or may not occur before we incur the additional time. In these circumstances, we may also issue a change order form (an attached example is provided.)

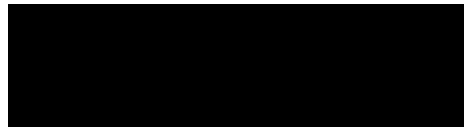
Engagement Administration, and Other

Management shall discuss any independence matters with Rehmann that, in management's judgment, could bear upon Rehmann's independence.

Our audit engagement and responsibility as auditors ends on delivery of our audit report. Any follow-up services that might be required will be part of a separate, new engagement. The terms and conditions of that new engagement will be governed by a new, specific engagement letter for that service.

This engagement letter, including the attached Rehmann Audit Engagement Letter Terms and Conditions which are incorporated herein by reference as if set forth within the body of this engagement letter in their entirety, reflect the entire understanding between us relating to the audit services covered by this agreement. This agreement may not be amended or varied except by a written document signed by both parties. It replaces and supersedes any previous proposals, correspondence, and understandings, whether written or oral. The agreements of the City and Rehmann contained in this document shall survive the completion or termination of this engagement. If any term hereof is found unenforceable or invalid, this shall not affect the other terms hereof, all of which shall continue in effect as if the stricken term had not been included.

We appreciate the opportunity to be of service to the City and believe the arrangements outlined above and in the attached Rehmann Audit Engagement Letter Terms and Conditions accurately summarize the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement, please sign the enclosed copy of this document and return it to us.



Daniel B. Clark, CPA
Principal
Executive responsible for supervising the
engagement and signing our report

Management and the City Council
City of Ypsilanti
May 6, 2021
Page 7

ACKNOWLEDGED AND ACCEPTED:

This letter correctly sets forth the understanding of *City of Ypsilanti*.

Officer Signature

Printed Name

Title

Date

Rehmann Audit Engagement Letter Terms and Conditions

ADDITIONAL SERVICES - The City may request that we perform additional services not addressed in this engagement letter. If this occurs, we will communicate with management regarding the scope of the additional services and the estimated separate fees. We also may issue a change order form (an attached example is provided), or a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services, our attest services will continue to be governed by the terms of this engagement letter.

CODE OF CONDUCT - Management is responsible for identifying any violations by employees of the City's code of conduct.

CHANGES IN STANDARDS, LAWS AND REGULATIONS - We perform services for the City based on present professional standards, laws and regulations. While we may on occasion be able to communicate with management with respect to changes in professional standards, laws and regulations, as a general principle we cannot undertake with clients to advise them of every change that may occur. The City can always obtain reassurance in this regard by contacting us for an updated review of the City's situation.

MANAGEMENT'S REPRESENTATIONS - The procedures we will perform in our engagement and the conclusions we reach as a basis for our report will be heavily influenced by the written and oral representations that we receive from management. Accordingly, false, misleading, incomplete, inconsistent, or omitted representations could cause us to expend unnecessary efforts or could cause material error or a fraud to go undetected by our procedures. In view of the foregoing, the City agrees that we shall not be responsible for any material misstatements in the City's financial statements that we may fail to detect as a result of false, inaccurate, incomplete, inconsistent, or misleading representations that are made to us by management. In addition, the City further agrees to indemnify and hold us harmless for any liability and all reasonable costs, including legal fees, that we may incur as a result of the services performed under this engagement in the event there are false or misleading representations made to us by any member of the City's management.

CLIENT ASSISTANCE - We understand that the City's employees will prepare all cash, accounts receivable, and other confirmations we request and will locate and refile any documents selected by us for testing. In addition, management will provide us with copies of all minutes and other documents that we believe may have a bearing on our evaluation of the City's financial affairs.

WORK SPACE - The City shall provide reasonable work space for Rehmann personnel at audit work sites, as well as occasional clerical support services.

TIMELY DECISIONS AND APPROVALS - The City understands that Rehmann's performance is dependent on the City's timely and effective satisfaction of its own activities and responsibilities in connection with this engagement, as well as timely decisions and approvals by City personnel.

ACCURACY AND COMPLETENESS OF INFORMATION - Management agrees to ensure that all information provided to us is accurate, complete, and consistent in all material respects, contains no material omissions and is updated on a prompt and continuous basis. In addition, management will also be responsible for obtaining all third-party consents, if any, required to enable Rehmann to access and use any third-party products necessary to our performance.

EMAIL - The City acknowledges that (a) Rehmann, the City and others, if any, participating in this engagement may correspond or convey documentation via Internet e-mail unless the City expressly requests otherwise, (b) no party has control over the performance, reliability, availability, or security of Internet e-mail, and (c) Rehmann shall not be liable for any loss, damage, expense, harm or inconvenience resulting from the loss, delay, interception, corruption, or alteration of any Internet e-mail due to any reason beyond Rehmann's reasonable control.

OFFERS OF EMPLOYMENT - Professional standards require us to be independent with respect to the City in the performance of our services. Any discussions that management has with personnel of our Firm regarding employment could pose a threat to our independence. Therefore, we request that management inform us prior to any such discussions so that we can implement appropriate safeguards to maintain our independence.

Neither party shall, during the term of this engagement letter and for one (1) year after its termination, solicit for hire as an employee, consultant or otherwise any of the other party's personnel without such other party's express written consent. If the City desires to offer employment to a Rehmann associate and the associate is hired in any capacity by the City, a market-driven compensation placement fee may apply.

ADDITIONAL FEES AND BILLING POLICIES - It must be understood that the nature of our engagement requires us to exercise our independent professional judgment with respect to various auditing, accounting and related issues. In reaching our conclusions, we must retain the right to judge the nature and scope of the work required in order to conform to professional standards, as well as the work we deem necessary to enable us to reach the conclusions and form the opinions required of us. If our judgment as to the scope of the work required causes us to reassess our estimate of fees for this engagement, we will so advise the City. We reserve the right to refrain from performing additional work (and thereby incurring additional time charges) unless and until the City has confirmed its understanding of, and agreement to, any additional estimated charges.

Our fee estimate is based upon our discussions with management, in which management has disclosed no unusual problems or issues which would require us to conduct an audit of unusual scope or otherwise expend time and effort in excess of that normally anticipated in an engagement of this type. The estimate also assumes that we will have the full cooperation of City personnel, as required, and that there is a reasonable continuity of City personnel familiar with the matters to which our engagement relates. In addition, our fee is based on the experience level of our personnel, at their respective standard hourly rates, performing certain audit procedures at certain timeframes. If we are caused to vary from that planning formula, additional fees will need to be charged to allow for more experienced personnel performing the work, reallocation of our client priority, overtime, etc. Further, management will provide us with the schedules and records that we request (which ordinarily are detailed in a request list in advance of our fieldwork) and that all such schedules and records will be provided to us timely in accordance with the scheduled fieldwork dates, to be mutually agreed upon. If the requested schedules and records are not provided to us in accordance with the scheduled dates and we are unable to continue our work, we will attempt to resume our work as soon as the schedules and records are provided to us and our professionals assigned to the engagement again become available.

As a result of well-publicized events, global economic convergence, and the continued evolution of the accounting profession, accounting and auditing standard setters and regulators are continually evaluating the need for changes that may affect the City. Such changes may result in changes in financial reporting and expanding the nature, timing and scope of activities we are required to perform to provide the services discussed in this letter. Proposed changes and shortened deadlines could result in a reduction of the level of assistance and preparedness the City is able to provide. We expect that our clients may continue to look to us to assist them with these changes. To the extent any changes require us to increase the time required to provide the services described in this letter or to complete new tasks required by such changes, we reserve the right to adjust our fees appropriately. We will endeavor to advise the City of anticipated changes to our fees on a timely basis.

In accordance with our Firm policies, work may be suspended if the City's account becomes 30 days or more overdue and will not be resumed until the account is paid in full or we have a definitive payment agreement approved by our Firm administrator in Saginaw, Michigan. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed even if we have not issued our report. The City will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket expenditures through the date of termination.

Rehmann Audit Engagement Letter Terms and Conditions

Our terms and conditions impose a late charge of 1.5% per month, which is an annual percentage rate of 18%. Balances not paid within 30 days of the receipt of invoice are past due and a late charge of 1.5% will be applied to the entire past due amount.

Rehmann charges a 3% convenience fee on credit card payments.

CLAIMS - Because there are inherent difficulties in recalling or preserving information as the period after an engagement increases, the City agrees that, notwithstanding the statute of limitations of any particular State or U.S. Territory, any claim based on the audit engagement must be filed within 12 months after performance of our service, unless management has previously provided us with a written notice of a specific defect in our services that forms the basis of the claim.

TERMINATION OF SERVICES - We reserve the right to suspend or terminate services for reasonable cause such as failure to pay our invoices on a timely basis or failure to provide adequate information in response to our inquiries necessary for successful performance of our audit services. Our engagement will be deemed to be completed upon written notification of termination, even if we have not completed the audit and issued our signed auditors' report. The City is obligated to compensate us for the time expended to that point and to reimburse us for all out-of-pocket expenditures through the date of termination.

We acknowledge the City's right to terminate our services at any time, and the City acknowledges our right to withdraw at any time, including, but not limited to, for example, instances where, in our judgment, (a) the conditions in the first paragraph of the Audit Objectives section of this letter exist, (b) our independence has been impaired, (c) we can no longer rely on the integrity of management, (d) management (or the Audit Committee, if applicable) fails to reasonably support our efforts to perform the engagement in accordance with what we believe is necessary to comply with professional standards, or (e) a lack of professionalism exhibited by management appears to demonstrate a lack of respect for our personnel such as that evidenced in inappropriate or threatening language/emails, subject in either case to our right to payment for charges incurred to the date of termination or our resignation.

In the event that we determine to resign, and the City seeks damages allegedly resulting from such resignation, our maximum liability to the City in the event we are held liable because of such resignation shall be limited to the fees actually paid to us for current year audit work performed up to the date of resignation.

INITIAL ISSUANCE OF OUR AUDIT REPORT ON FINANCIAL STATEMENTS - If the City intends to publish or otherwise reproduce our audit report on the financial statements and/or make reference to our Firm name, such as for inclusion in an annual report (such as, for example, in a CAFR), prospectus, official statement, or similar disclosure document, including incorporation by reference thereto, the City agrees to provide us with a copy of the final reproduced document for our review and approval before it is distributed, circulated or submitted. Additional fees for issuance or inclusion of our audit report and/or any other reference to our Firm in such other document, will be based on our standard hourly rates.

With regard to electronic dissemination of audited financial statements, including financial statements published electronically on the City's Internet Web site, the City understands that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

SUBSEQUENT REPRODUCTION OF OUR AUDIT REPORT ON FINANCIAL STATEMENTS - If the City decides to include, publish or otherwise reproduce our audit report on the financial statements at a date subsequent to our original report issuance, such as for inclusion in a Preliminary or Official Statement, an exempt offering in connection with a sale of bonds or notes, or other securities, or in a similar exempt offering or other disclosure document such as a prospectus, official statement, etc. (hereinafter referred to as the "document"), our Firm is presumed not to be associated with such document, and we have no obligation to perform

any procedures with respect to such document. In these circumstances, the City agrees to include in such document a statement that Rehmann has not been engaged to perform and has not performed, since the date of our audit report being reproduced, any procedures on the financial statements contained in such document or on any unaudited financial or other information contained in the document, or on the document itself. If, however, management or the City's agent (such as an underwriter, bond counsel, placement agent, financial advisor, broker-dealer, etc.) requests our involvement, thereby causing us to be engaged to or otherwise prepare a written acknowledgement (sometimes referred to as a "consent" or "agree to include") letter prior to including our audit report in such a document, or requests or engages us to assist in preparing or reviewing financial or other information contained in such document, or participate in related oral due diligence meetings or offering discussions, our Firm then becomes associated with the document. In this event, in accordance with professional standards, we will be required to perform certain subsequent events-based or other limited procedures with respect to this or other unaudited information contained in the document shortly before the initial and any subsequent distribution, circulation, or submission. Fees for reissuance or inclusion of our audit report in such a document will be based on our standard hourly rates. If the City wishes to make reference in such a document to our Firm's role in connection with the purpose and dissemination of the document, the caption "Independent Auditors" may be used to title or label that section of the document. In accordance with professional standards, the caption "Experts" should not be used, nor should our Firm be referred to as "Experts" anywhere in the document.

INFORMAL ADVICE - As part of our engagement we may provide advice on operating, internal control over financial reporting and other matters that come to our attention. Informal advice is not considered to be a consulting service unless we have entered into a separate engagement.

THIRD PARTY PROCEEDINGS - As a result of our prior or future services to the City, we might be requested or subpoenaed to provide information or documents to management, a court, a trier of fact, or a third party in a legal, investigative, administrative, mediation, or arbitration or similar proceeding in which we are not a party. If this occurs, our efforts in complying with such requests will be billable to the City as a separate engagement. We shall be entitled to compensation for our time at our standard or special hourly rates and reasonable reimbursement for our expenses (including our legal fees) in complying with this request. For all such requests, we will observe the confidentiality requirements of our profession and will notify management promptly of the request. This paragraph will survive the termination of this agreement for any reason, and will be binding upon successors to the City.

PEER REVIEW - Our Firm, as well as other major accounting firms, participates in a "peer review" program covering our audit and accounting practices. This program requires that once every three years we subject our quality assurance practices to an examination by another accounting firm. As part of the process, the other firm will review a sample of our work. It is possible that the work we perform for the City may be selected by the other firm for their review. If it is, the other firm is bound by professional standards to keep all information confidential. If management objects to having the work we perform for the City reviewed by our peer reviewer, please notify us in writing.

PROMOTIONAL MATERIALS - The City consents to Rehmann's use of your City name and a factual description of the services to be performed by Rehmann under this agreement in Rehmann's advertising and promotional materials and other proposal opportunities.

MEDIATION - If any dispute arises among the parties hereto, the parties agree first to try in good faith to settle the dispute by mediation administered by the American Arbitration Association under its Rules for Professional Accounting and Related Services Disputes before resorting to binding arbitration or litigation. Costs of any mediation proceeding shall be shared equally by all parties.

GOVERNING LAW - This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan, without regard to the principles of conflicts of law thereof.

Rehmann

EXAMPLE CHANGE ORDER

Client: *City of Ypsilanti* (the "City")

Date:

Project Description (and estimated completion date, if appropriate):

Estimated Additional Fees: \$_____

We believe it is our responsibility to exceed the City's expectations. This Change Order is being prepared because performance by us of the above project and/or additional service efforts was not anticipated in our original Agreement dated _____. The estimated fees for the above project have been mutually agreed upon by the City and Rehmann. It is our goal to ensure that the City is never surprised by the price for any Rehmann service and, therefore, we have adopted the Change Order Policy. The estimated additional amount above is due and payable upon completion of the project described.

If management agrees with the above project description and the estimated fee amount, please authorize and date the Change Order below. A copy is enclosed for the City's records. Thank you for letting us serve the City.

Agreed to and accepted:

Officer Signature

Printed Name

Title

Date

City of Ypsilanti
20148

Rehmann

E-Billing Enrollment/Confirmation

Timely and easy-to-access invoices and statements will now be emailed to you. Please provide your contact information below to start taking advantage of electronic invoicing and statements.

Primary Billing Contact: _____

Billing Phone Number: _____

Email Address: _____

Comments:

If you are already taking advantage of e-Billing, we will confirm this information in our systems. Additionally, the billing contact will receive information on e-Payment options to simplify your accounts payable process.

Rehmann





REQUEST FOR LEGISLATION

TO: Mayor and City Council
FROM: Andrew Hellenga
DATE: May 18, 2021
SUBJECT: Board and Commission Reappointment Process

DESCRIPTION:

Board and Commission Reappointment Process

SUMMARY:

The board and commission reappointment process currently does not provide data needed for Council to properly evaluate applicants for reappointment.

To maintain a high functionality of city boards and commissions, both those created through state statute and city ordinance, a tool, such as an application specific to reappointment, is needed to assess those up for reappointment.

The proposed application for reappointment would address the following:

1. Number of terms.
2. If the applicant was in a leadership role.
3. How the applicant helped the public body to achieve its purpose as listed as set forth by the enabling legislation.
4. How the applicant will continue to assist the board or commission to continue to achieve its purpose if reappointed.
5. Number of meetings missed in term. If the number is excessive, please provide a reason why those meetings were missed.

Once the application is submitted it would be forwarded to all of Council and the staff liaison to verify the accuracy of the application.

Upon decision to nominate the application for reappointment would appear during the "Board and Commission – Council Liaison Reports" section of the agenda. The Council Member

assigned as liaison to that board or commission would provide recommendation for reappointment.

RECOMMENDED ACTION: Approval

ATTACHMENTS: application

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: _____

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____



Resolution No. 2021-107
May 18, 2021

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, city board and commissions are an essential part of a municipalities legislative function; and

WHEREAS, a more robust reappointment process is needed in order to ensure city boards and commissions are functioning at an optimal level; and

WHEREAS, there is currently no process or tool to properly evaluate a board or commissioner up for reappointment; and

WHEREAS, an application for reappointment could provide Council the needed information to make an informed decision when reappointing members; and

WHEREAS, each board or commission except; the Board of Ethics, Economic Development Corporation, have been assigned a Council Liaison; and

WHEREAS, the Council Liaison would have firsthand knowledge regarding the effectiveness of those up for reappointment; and

WHEREAS, nominations for reappointment will now be placed under the "Board and Commission – Liaison Report" in order for that Council Liaison to provide their recommendation for approval.

NOW THEREFORE BE IT RESOLVED THAT the Ypsilanti City Council approves the board and commission reappointment application.

OFFERED BY: _____

SECONDED BY: _____

YES:

NO:

ABSENT:

VOTE:

#Resolution No. 2021-107

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

#Resolution No. 2021-107



**CITY OF YPSILANTI
BOARDS AND COMMISSIONS
APPLICATION FOR REAPPOINTMENT**

NAME: _____

ADDRESS: _____

BOARD OR COMMISSION OF REAPPOINTMENT _____

HOME PHONE: _____ Call: A.M. or P.M. (please circle)

CELL PHONE: _____ WORK PHONE: _____

EMAIL ADDRESS: _____

NUMBER OF TERMS SERVED: _____

DID YOU HOLD A LEADERSHIP POSITION (i.e. chair or co-chair): YES or NO

DURING YOUR TIME HOW DID YOU ASSIST YOUR BOARD IN ACHIEVEING ITS PURPOSE AS
STATED IN THE ENABLING LEGISLATION:

HOW WILL YOU CONTINUE TO ASSIST YOUR BOARD OR COMMISSION TO ACHIEVE ITS
PURPOSE IF REAPPOINTED?

NUMBER OF ABSENCES (IF OVER THREE PER YEAR PLEASE PROVIDE REASON AN
EXPLANATION):

SIGNATURE: _____ DATE: _____

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



REQUEST FOR LEGISLATION

TO: Mayor and City Council
FROM: Christopher Jacobs
DATE: May 18, 2021
SUBJECT: Pen Dam Removal Public Engagement Ad-Hoc Committee

DESCRIPTION:

Pen Dam Removal Public Engagement Ad-Hoc Committee

SUMMARY:

In May 2019, City Council voted to move forward with removal of the Peninsular Dam on the Huron River. It was noted then that much more information was necessary before any deconstruction would be possible. The City has partnered with the Huron River Watershed Council (HRWC) as technical advisors while the City handles public engagement. Despite delays due to Covid-19, steady progress has been made on multiple fronts for this project.

On March 10, 2020, Council Member Steve Wilcoxon chaired the first Pen Dam Steering Committee meeting. The broad goal and charge of this group is to provide high level guidance for the overall removal effort. Representation on the committee includes administrators from Ypsilanti (Frances McMullan), Ypsilanti Township (Brenda Stumbo), and Superior Township (Ken Schwartz), HRWC, City staff, Restoration Committee Chair, LimnoTech, and Washtenaw County Water Resources Commission. A brief overview of the project and timeline was presented. A key part of this discussion focuses on the ownership of the recovered land when the impoundment is slowly drawn down prior to deconstruction. The City has assured the owners and two township governments that restoration will not include development along the banks on private property and that Pen Park will remain parkland. The City received estimates from the city's engineering firm, OHM, for the required property boundary surveys and review of deeds. This committee will meet monthly with updates presented in the newsletter.

The Pen Dam Public Engagement Committee, established in 2020 as an informal group, has met once as a large group and more as a working group of council members and commissioner. The working group has submitted Public Engagement Plans as part of both proposals to the DNR grant program. The City is moving forward with the engagement plan and has received proposals from multiple firms for facilitation. To ensure this engagement process is inclusive of stakeholders from within and beyond the city borders, the public meeting approach will feature

a mix of small workshops (anticipating approximately 35-50 participants) and large townhall style meetings (anticipating 75 - 200 participants). Public meetings will engage focus groups in activities and discussion to determine concerns and opportunities for the respective groups: #1 Landowners & Impoundment Users (Ypsilanti Township, Superior Township, and City of Ypsilanti), #2 Recreational River Users (anglers, canoers, kayakers, etc.), and #3 Ypsilanti City Residents (with targeted outreach to those residents in proximity to the dam but encouraging all residents to participate in the workshop). Findings from these focus groups will be published in a report ahead of the townhall meetings. All meetings will be noticed in advance.

We have received commitments from the following members and expect fill out the roster to 10-12 members:

Beth Gibbons-Sustainability Commissioner
Bryan Foley-Sustainability Commissioner
Ila Coltas-Ward 3 resident, Digital Marketing expert
Sally Lusk-Ward 2 resident, impoundment property owner
Corey Haselhuhn-Sales Manager, Schultz Outfitters
Christopher Jacobs-Community Development Manager, City of Ypsilanti
Jennifer Symanns-Ward 2 Council Member
Steve Wilcoxon-Ward 2 Council Member

The Pen Dam Public Engagement Committee will meet 12 times over the next year with the goal of each meeting lasting no longer than two hours. This term to be reviewed in October 2021 and extended by decision of council. We are asking City Council to approve the membership and purpose of this committee as provided here. These meetings will be facilitated by a third-party moderator to be contracted by the City following a competitive search and interview process. The core working group comprised of City staff, council members, and HWRC were involved in attaining quotes and conducting interviews of 4 potential facilitators. Those we interviewed included Wayne Millette, Patricia Berry, Susan McGraw, and Sommer Woods. After several months of conversation about the project Sommer Woods was selected unanimously by the working group and has joined the City Council Meeting to discuss her work and answer any questions.

RECOMMENDED ACTION: Approval of attached resolution

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: _____

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____



Resolution No. 2021-108
May 18, 2021

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS Peninsular Dam's physical condition has deteriorated since the city of Ypsilanti assumed ownership, posing a threat to life downstream in the case of a breach,

WHEREAS City Council voted on May 7, 2019 to move forward with necessary steps for the removal of Pen Dam, committing \$500,000 for the project, to be coupled with and used to attract outside grants,

WHEREAS the Huron River Watershed Council has secured funding (\$330,000) from the Michigan Department of Natural Resources Fisheries Habitat Grant Program for the initial phase of assessment of sediment volume and condition, as well as engineering assessment for the two bridges that span the impoundment,

WHEREAS the DNR grant included a Public Engagement Plan which includes a series of Focus Group Engagement and Action Oriented Workshops and Townhall meeting, with a report of the findings,

WHEREAS, a working group consisting of Council Members Wilcoxon, Sommerville, Symanns, Sustainability Commissioner Gibbon formulated an initial list of members, as outlined in the memo, to be expanded with input from the consultants and approval by council. Committee members were then contacted and confirmed their willingness to participate; and

WHEREAS, the intent of the Committee is to provide oversight for the Public Engagement Plan and consultants, Woods&Watts, engaged by the City staff to execute the plan,

WHEREAS; The Pen Dam Public Engagement Committee will meet 12 times over the next year with the goal of each meeting lasting no longer than two hours. This term to be reviewed in October 2021 and extended by decision of council.

NOW THEREFORE BE IT RESOLVED BY THE CITY OF YPSILANTI THAT, the Ypsilanti city council approve the membership provided in the attached memo and direct the City Manager to hire a Woods&Watts to moderate the process.

BE IT FURTHER RESOLVED THAT, the Ypsilanti City Council direct the City Manager to determine location of the meetings and establish the meeting schedule. Also, to direct the City Clerk to notice the meetings in accordance with the Open Meetings Act.

#Resolution No. 2021-108

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
18 day of May 2021

#Resolution No. 2021-108



As Amended
Resolution No. 2021-014
January 26, 2021

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, the public health guidance indicates that outdoor dining is safer than indoor dining and consumers preferred these outdoor spaces in 2021; and

WHEREAS, the city seeks to assist in the recovery of our small businesses when weather allows customers to return to outdoor dining; and

WHEREAS, it is expected that indoor restaurant capacity will be reduced by 50% once allowed to reopen and vaccine distribution is not yet widely available or expected until mid to late 2021

NOW THEREFORE BE IT RESOLVED THAT the Ypsilanti City Council approves a special event permit closing E Cross Street-stretching from Rice Street to River Street, North Washington Street from Pearl to Michigan Avenue, as well as the South Washington Street between Michigan Avenue and the South Huron Parking Lot. The closures would remain in effect during overnight hours and last from May 15, 2021 until October 16, 2021 at a cost not to exceed \$2,500. Live amplified music is only permitted on Fridays and Saturdays until 10pm in the areas of street closure. Additionally, live amplified music is only permitted between Memorial Day and Labor Day in the designated street closure areas.

OFFERED BY: Council Member Symanns

SUPPORTED BY: Council Member Morgan

YES: 7 NO: 0 ABSENT: 0 VOTE: CARRIED

I do hereby certify that the above resolution is a true and correct copy of Resolution 2021-014
as passed by the Ypsilanti City Council, at their meeting held on January 26, 2021.

Andrew Hellenga, City Clerk



Resolution No. 2021-058A
March 18, 2021

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.

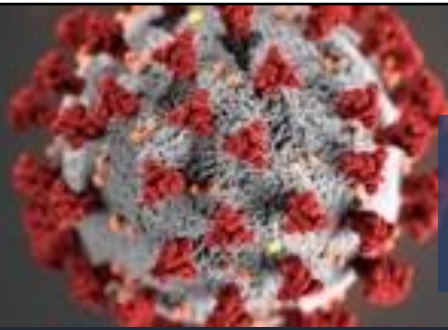
OFFERED BY: Council Member Somerville

SUPPORTED BY: Council Member Symanns

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

I do hereby certify that the above resolution is a true and correct copy of Resolution 2021-058A as passed by the Ypsilanti City Council, at their meeting held on March 16, 2021.

Andrew Hellenga, City Clerk



LARGE OUTDOOR EVENTS GUIDANCE

Michigan.gov/Coronavirus

Issue Date: May 14, 2021

New Updates

All individuals can gather outdoors at large events without wearing face masks. The Michigan Department of Health and Human Services (MDHHS) recommends that individuals who are not yet fully vaccinated continue to wear face masks while in crowded spaces outdoors and practice social distancing.

While gathering in outdoor settings lowers the risk of COVID-19 transmission because of fresh air flow, it is still possible to breathe in enough of the respiratory droplets containing the virus that causes COVID-19 to become infected when gathered close to others unmasked.

Executive Summary

MDHHS is providing guidance on how to hold safer large outdoor events – such as sporting events, festivals, and fairs – during the COVID-19 pandemic. This document provides:

- Mandated public health measures for event organizers and attendees; and
- General recommended guidance for how organizers for large outdoor events can create a safer environment.

As the epidemiology of COVID-19 around the country and the state of Michigan evolves, MDHHS will continue to review and update this guidance.

Mandatory Provisions for Large Outdoor Events

The following provisions are mandatory pursuant to the [Gatherings and Face Mask Order](#) issued on May 14, 2021:

1. Infection Control Plans

Large event organizers must develop a plan to mitigate COVID-19 transmission. This plan must:

- Demonstrate that the event is designed such that groups of patrons can maintain six feet of distance from other groups at all times;



For more information, visit Michigan.gov/Coronavirus.

- Include entry and exit protocols that maintain physical distancing requirements per the [Gatherings and Face Mask Order](#) in order to minimize congregation;
- Cooperate with local public health officials during any case investigation and contact tracing;
- Include specific protocols for social distancing (examples listed below);
- Be posted on a public website; and
- Be provided to the local health department at least seven days before scheduled events. (This submission does not constitute or require approval from the local health department, but rather is for awareness only.)

2. Food and Beverage Service Requirements

Food or beverages may only be consumed while seated in designated areas. While eating/drinking, no more than 6 people must be seated together in a group, and groups must be separated by at least 6 feet; groups should avoid mingling.

Recommended Mitigation Measures for Large Outdoor Events

MDHHS recommends the following infection control measures to reduce the risk of COVID-19 transmission in large outdoor event settings:

1. Wear Face Masks in Crowded Spaces

DHHS strongly recommends that individuals continue to wear face masks while in crowded spaces outdoors, especially individuals who are not yet fully vaccinated.

- While gathering in outdoor settings lowers the risk of COVID-19 transmission because of fresh air flow, it is still possible to breathe in enough of the respiratory droplets containing the virus that causes COVID-19 to become infected when gathered close to others unmasked.

2. Participant Cohorts

Cohorting or pods should be implemented to maintain small groups while gathering at outdoor events.

- Cohorts should consist of up to six people.
- For outdoor events that have assigned seating, individuals should purchase tickets in advance with the other members of their cohort and remain at least six feet from other cohorts throughout the duration of the event.

3. Physical Distancing Protocols



For more information, visit Michigan.gov/Coronavirus.

Organizers for outdoor events should develop thorough plans for preventing close congregation of attendees, which may include:

- Individuals should enter at designated sections of the venue during designated times to avoid mass congregation. MDHHS recommends scheduling a limited number of individuals to enter in 10-minute increments.
- Individuals should follow a staggered exit schedule as well.
 - o For example, spectators at sporting events should be dismissed by sections and required to exit at designated doors.
- Designate one-way stairwells or paths to minimize congestion.
- Establish capacity limits for restrooms and other enclosed spaces, such as gift shops.
- Institute distancing markers six feet apart for queues.

4. Self-Screening Practices

Individuals, including employees, should conduct self-screening for COVID-19 symptoms and close contact before attending an outdoor event.

- The free [MI Symptoms tool](#) can be used to complete self-screening for COVID-19 symptoms.

Individuals, including employees, should not attend any types of gatherings while [symptomatic](#) (even with a negative COVID-19 test or fully-vaccinated against COVID-19).

5. Contact Tracing Capabilities

Outdoor event organizers should collect and maintain contact information from all those in attendance to help inform contact tracing efforts.

- To expedite this process, MDHHS recommends prohibiting same-day ticket sales.
- Ticket re-sale and forwarding should be prohibited to maintain accurate contact tracing records.

Venues should help local health departments with contact tracing and quarantine and isolation requirements, as a result of attendance of a large outdoor event.

6. Comprehensive Communications Strategy

Large event organizers should communicate public health guidance clearly and effectively to attendees and employees:

- Post information about the symptoms of COVID-19 in order to allow attendees and employees to self-assess whether they have any symptoms.
- Display signs regarding COVID-19 mitigation measures throughout the venue.



For more information, visit Michigan.gov/Coronavirus.

- Make regular PA announcements regarding COVID-19 mitigation measures and other event rules.
- Encourage all individuals who attend large gatherings who are not fully vaccinated against COVID-19 to seek a COVID-19 test 1-3 days before the event.
- Provide a list of all nearby sites to receive a COVID-19 test to all individuals who attend large outdoor events.
 - o Please find a list of MDHHS COVID-19 testing sites [here](#).

7. Event Hygiene Procedures

Venues should establish a schedule for increased, routine cleaning to disinfect common spaces.

- Venues should use FDA-approved cleaning supplies that are listed [here](#).

Public event spaces should establish numerous hand sanitizing stations.

MDHHS recommends utilizing contactless/no-touch practices whenever possible, including:

- Ticketed entry
- Concessions and other purchases
- Waste/recycling disposal

For further information:

- [CDC Readiness and Planning Tool to Prevent the Spread of COVID-19 Events and Gatherings](#)
- [Considerations for Events and Gatherings | CDC](#)
- [Large Gatherings | CDC](#)

For the latest information on Michigan's response to COVID-19, please visit Michigan.gov/Coronavirus. You may also call the COVID-19 Hotline at 888-535-6136 or email COVID19@michigan.gov.



For more information, visit Michigan.gov/Coronavirus.



STATE OF MICHIGAN

GRETCHEN WHITMER
GOVERNOR

DEPARTMENT OF HEALTH AND HUMAN SERVICES
LANSING

ELIZABETH HERTEL
DIRECTOR

May 14, 2021

Emergency Order under MCL 333.2253 – Gatherings and Face Mask Order

Michigan law imposes on the Michigan Department of Health and Human Services (MDHHS) a duty to continually and diligently endeavor to “prevent disease, prolong life, and promote the public health,” and gives the Department “general supervision of the interests of the health and life of the people of this state.” MCL 333.2221. MDHHS may “[e]xercise authority and promulgate rules to safeguard properly the public health; to prevent the spread of diseases and the existence of sources of contamination; and to implement and carry out the powers and duties vested by law in the department.” MCL 333.2226(d).

The novel coronavirus (COVID-19) is a respiratory disease that can result in serious illness or death. It is caused by a new strain of coronavirus not previously identified in humans and easily spread from person to person. COVID-19 spreads through close human contact, even from individuals who may be asymptomatic.

In recognition of the severe, widespread harm caused by epidemics, the Legislature has granted MDHHS specific authority, dating back a century, to address threats to the public health like those posed by COVID-19. MCL 333.2253(1) provides that:

If the director determines that control of an epidemic is necessary to protect the public health, the director by emergency order may prohibit the gathering of people for any purpose and may establish procedures to be followed during the epidemic to insure continuation of essential public health services and enforcement of health laws. Emergency procedures shall not be limited to this code.

See also In re Certified Questions from the United States District Court, Docket No. 161492 (Viviano, J., concurring in part and dissenting in part, at 20) (“[T]he 1919 law passed in the wake of the influenza epidemic and Governor Sleeper’s actions is still the law, albeit in slightly modified form.”); *id.* (McCormack, C.J., concurring in part and dissenting in part, at 12). Enforcing Michigan’s health laws, including preventing disease, prolonging life, and promoting public health, requires limitations on gatherings and the establishment of procedures to control the spread of COVID-19. This includes limiting the number, location, size, and type of gatherings, and requiring the use of mitigation measures at gatherings as a condition of hosting such gatherings.

On March 10, 2020, MDHHS identified the first two presumptive-positive cases of COVID-19 in Michigan. As of May 13, 2021, Michigan had seen 871,569 confirmed cases and 18,467 confirmed deaths attributable to COVID-19. Michigan was one of the states most heavily impacted by COVID-19 early in the pandemic, with new cases peaking at nearly 2,000 per day in late March 2020. Strict preventative measures and the cooperation of Michiganders drove daily case numbers dramatically down to fewer than 200 confirmed cases per day in mid-June, greatly reducing the loss of life. Beginning in October, Michigan again experienced an exponential growth in cases. New cases peaked at nearly 10,000 cases per day in mid-November, followed by increases in COVID-19 hospitalizations and deaths.

In November 2020 MDHHS issued an order enacting protections to slow the high and rapidly increasing rate of spread of COVID-19. Cases, hospitalizations, and deaths remained high through early December,

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www.michigan.gov/mdhhs • 517-241-3740

threatening hospital and public health capacity. These protections were sustained by subsequent orders through mid-January. These orders played a crucial role in slowing the spread in Michigan and had brought new cases down to about 1,500 per day. The decrease in cases helped prevent Michigan's healthcare system from being overwhelmed with a holiday surge. Beginning in late January 2021, in light of the reduction in cases, MDHHS issued orders permitting indoor dining and contact sports. On March 19, 2021, MDHHS issued an order requiring testing for youth sports.

Cases dropped to under 1,000 per day in mid-February. However, trends shifted and cases increased to a seven-day daily average of 6,555 on April 11. The statewide positivity peaked at 18.5% on April 8. Metrics approached all-time highs, and in some cases surpassed the peaks from the fall/winter surge. While the Spring 2021 surge saw more cases in persons who were under the age of 60, there remained a high number of cases seeking emergency care and hospitalizations. Healthcare capacity peaked in mid-April with 601 daily hospital admissions seen in Michigan. Individuals under the age of 60 accounted for nearly 50% of all new admissions.

Positivity, case rates, hospitalizations and deaths are improving since the April peak. Positivity has decreased to 9.3% and the seven-day average case rate for Michigan is 230 cases per million. As of May 13, there are 2,200 Michiganders hospitalized with COVID-19, and 11.0% of all available inpatient beds were occupied by patients who had COVID-19. During this time, Michigan had the second highest number of cases and the highest case rate in the nation, as well as the highest COVID-19 hospital utilization, and COVID-19 ICU utilization according to data from the CDC and U.S. Health and Human Services. The state death rate was 5.4 deaths per million people on May 6, and there are approximately 375 weekly deaths in Michigan attributable to COVID-19. This is a decrease of 26% from the peak of 7.3 deaths per million on April 23, 2020.

Even where COVID-19 does not result in death, and where Michigan's emergency and hospital systems are not heavily burdened, the disease can cause great harm. Recent estimates suggest that one in ten persons who suffer from COVID-19 will experience long-term symptoms, referred to as "long COVID." These symptoms, including fatigue, shortness of breath, joint pain, depression, and headache, can be disabling. They can last for months, and in some cases, arise unexpectedly in patients with few or no symptoms of COVID-19 at the time of diagnosis. A study published on April 6 in the medical journal *The Lancet* indicates that COVID-19 has been associated with a significantly increased risk of neurological and psychiatric disorders in the 6 months after a diagnosis. COVID-19 has also been shown to damage the heart and kidneys. Furthermore, racial and ethnic minority groups in Michigan have experienced a higher proportion of "long COVID." The best way to prevent these complications is to prevent transmission of COVID-19.

Since December 11, 2020, the Food and Drug Administration has granted emergency use authorization to three vaccines to prevent COVID-19, providing a path to end the pandemic. Michigan is now participating in the largest mass vaccination effort in modern history and is presently working toward vaccinating at least 70% of Michigan residents 16 years of age and older as quickly as possible. As of May 13, 55.6% of Michigan residents 16 and older have received at least one dose of COVID-19 vaccine. And an increasing number and volume of therapeutics are available, such as monoclonal antibodies, which can help to reduce the severity of COVID-19 cases.

New and unexpected challenges continue to arise: in early December 2020, a variant of COVID-19 known as B.1.1.7 was detected in the United Kingdom. According to the CDC, this variant is roughly 50% more infectious than the original strain. On January 16, 2021, this variant was detected in Michigan. B.1.1.7 is currently the dominant strain of COVID-19 in Michigan and the United States. Michigan is second in the nation with respect to the number of B.1.1.7 variant cases detected. Michigan has also detected cases of variants B.1.351, P.1, and B.1.427/B.1.429, which experts continue to study and monitor closely. This further complicates the battle against COVID-19.

Data through May 8 indicate there are an average of 600 cases per day among those aged 10-19, the highest of any age group. As of May 7, local health departments had reported 345 new and ongoing

outbreaks among K-12 schools, with 67 of those outbreaks reported in the week prior. Additionally, there are 418 identified clusters among minors participating in school and club sports since January 2021. To promote the continued safe operation of in-person schools, additional mitigation measures related to youth sports activities are warranted.

On May 13, 2021, the CDC released guidance indicating the fully vaccinated persons need not wear a mask in most settings, regardless of whether indoors or outdoors. CDC indicated that fully vaccinated persons are at low risk of experiencing symptomatic or severe COVID-19 infection, and pose a reduced risk of transmitting COVID-19 to others. Additionally, recent studies, including a study published in The Journal of Infectious Diseases, confirm that transmission of COVID-19 outdoors is exceedingly rare.

Considering the above, and upon the advice of scientific and medical experts, I have concluded pursuant to MCL 333.2253 that the COVID-19 pandemic continues to constitute an epidemic in Michigan. I have also, subject to the grant of authority in 2020 PA 238 (signed into law on October 22, 2020), herein defined the symptoms of COVID-19 based on the latest epidemiological evidence. I further conclude that control of the epidemic is necessary to protect the public health and that it is necessary to restrict gatherings and establish procedures to be followed during the epidemic to ensure the continuation of essential public health services and enforcement of health laws. As provided in MCL 333.2253, these emergency procedures are not limited to the Public Health Code.

1. Definitions.

- (a) “Camp” means a day, residential, travel, or troop camp for children (as defined by Rule 400.11101(1)(q) of the Michigan Administrative Code).
- (b) “Child care organization” means that term as defined by section 1(b) of the Child Care Organizations Act, 1973 PA 116, as amended, MCL 722.111(b)).
- (c) “Contact sports” means sports involving more than occasional and fleeting contact, including: football; basketball; rugby; field hockey; soccer; lacrosse; wrestling; hockey; boxing; futsal; martial arts with opponents; and other sports meeting those criteria.
- (d) “Competition” means a game of skill played between opposing teams.
- (e) “Establishment” means a business, store, office, government office, school, organized event, or other operation.
- (f) “Employee” means that term as defined in section 2(c) of the Improved Workforce Opportunity Wage Act, 2018 PA 337, as amended, MCL 408.932(c), and also includes independent contractors.
- (g) “Entertainment and recreational establishment” includes: auditoriums; cinemas; concert halls; performance venues; sporting venues; theaters; night clubs; strip clubs; water parks; archery ranges; amusement parks; arcades; bingo halls; bowling centers; casinos; gun ranges; laser tag arenas; trampoline parks; and the like.
- (h) “Exercise facility” means a location in which individuals participate in individual or group physical activity, including gymnasiums, fitness centers, and exercise studios.
- (i) “Face mask” means a tightly woven cloth or other multi-layer absorbent material that closely covers an individual’s mouth and nose.
- (j) “Fully vaccinated persons” means persons for whom at least two weeks has passed after receiving the final dose of an FDA-approved or authorized COVID-19 vaccine.

- (k) “Food service establishment” means that term as defined in section 1107(t) of the Food Law, 2000 PA 92, as amended, MCL 289.1107(t).
- (l) “Gathering” means any occurrence, either indoor or outdoor, where two or more persons from more than one household are present in a shared space.
- (m) “Household” means a group of persons living together in a shared dwelling with common kitchen or bathroom facilities. In dwellings with shared kitchen or bathroom facilities occupied by 20 or more unrelated persons, households are defined by individuals who share a bedroom.
- (n) “Indoors” means within a space that is fully or partially enclosed on the top, and fully or partially enclosed on two or more contiguous sides. Additionally, in a space that is fully or partially enclosed on the top, and fully or partially enclosed on two non-contiguous sides, any part of that space that is more than 8 feet from an open side is indoors.
- (o) “Non-contact sports” means sports that are not contact sports.
- (p) “Outdoors” means a space that is not indoors.
- (q) “Organized sports” means competitive athletic activity requiring skill or physical prowess and organized by a sports organizer.
- (r) “Practice” means a training session for a game of skill, involving only members of a single team.
- (s) “Principal symptoms of COVID-19” means at least 1 of fever, uncontrolled cough, or atypical new onset of shortness of breath, or at least 2 of the following not explained by a known physical condition: loss of taste or smell, muscle aches, sore throat, severe headache, diarrhea, vomiting, or abdominal pain. Per section 1(j) of 2020 PA 339, this definition represents the latest medical guidance, and serves as the controlling definition.
- (t) “Sports organizer” means an association or other organization that sets and enforces rules to ensure the physical health and safety of all participants for an organized sport. Sports organizers at the sub-association level must follow all health and safety rules and procedures set by the association of which they are a member.
- (u) “Stadiums and arenas” means establishments with fixed seating for at least 5,000 spectators.

2. General capacity limitations at gatherings.

- (a) Indoor gatherings:
 - (1) Are prohibited at residential venues, except where no more than 15 persons from no more than 3 households are gathered.
 - (2) Are prohibited at non-residential venues, except where no more than 25 persons are gathered.
- (b) Outdoor gatherings are permitted only as follows:
 - (1) At residential venues, where 50 persons are gathered. Or, where density does not exceed 20 persons per 1,000 square feet of outdoor space, up to 300 persons may be gathered;

(2) At non-residential venues, where 300 or fewer persons are gathered.

(c) The limitations to gatherings in sections 2(a) and 2(b) do not apply to:

(1) Incidental gatherings of persons in a shared space, such as frequently occur in an airport, bus station, exercise facility, food service establishment, shopping mall, or public pool, except as prohibited in section 3;

(2) Workplace gatherings that occur consistent with the Emergency Rules issued by MIOSHA on October 14, 2020, and subsequently extended;

(3) Voting or official election-related activities;

(4) Training of law enforcement, correctional, medical, or first responder personnel, insofar as those activities cannot be conducted remotely;

(5) Education and support services at public, nonpublic, and boarding schools, colleges, and universities;

(6) Children in a child care organization, after school program, or camp setting;

(7) Persons traveling on a school bus or public transit;

(8) Gatherings for the purpose of medical treatment, including mental health and substance use disorder support services;

(9) Residential care facilities, which are subject to the March 17, 2021, epidemic order entitled "Requirements for Residential Facilities," or any replacement of that order;

(10) Cardiopulmonary resuscitation courses and swimming instruction courses;

(11) Proctored, nationally-administered admissions and certification examinations that are not available remotely, provided that examinees are spaced no less than 6 feet apart;

(12) Gatherings at entertainment and recreational facilities that comply with the restrictions set forth in section 3(a) of this order;

(13) Gatherings for the purposes of indoor group fitness, exercise, or sports that comply with the restrictions set forth in sections 4(b), 4(d), 4(e), and 6 of this order;

(14) Gatherings for public health or other emergency purposes;

(15) Gatherings of public bodies and attendees of meetings held by public bodies in compliance with the Open Meetings Act, MCL 15.261 *et seq.*

(d) As a condition of hosting a gathering under this order, organizers and facilities must design the gathering to encourage and maintain physical distancing, and must ensure that persons not part of the same group maintain 6 feet of distance from one another to the extent possible.

3. Gathering limitations for entertainment establishments, recreational establishments, and food service establishments.

(a) Gatherings are prohibited at entertainment establishments and recreational establishments unless:

- (1) Establishments make a good faith effort to ensure that:
 - (A) Groups of patrons participating in activities together (such as those seated together at a concert or movie, or bowling in the same lane or group of lanes) do not exceed 25 persons indoors, or 300 persons outdoors;
 - (B) Patrons do not mingle with or engage in physical contact with persons outside their group; and
 - (C) For sports practice and competition, participants must comply with the restrictions set forth in section 5;
- (2) If participating in stationary activities, groups are spaced or seated at least 6 feet apart. If participating in non-stationary activities, groups maintain a consistent 6 feet of distance from other groups at all times;
- (3) Consumption of food or beverages is permitted only where patrons are seated, groups of patrons are separated by at least 6 feet, no more than 6 patrons are seated at a table, and groups of patrons do not intermingle;
- (4) Establishments that are also food service establishments, as a condition of offering food or beverages, ensure their designated dining areas comply with all requirements in subsection (b);
- (5) Establishments abide by the following density limitations:
 - (A) Where applicable, occupancy must not exceed 50% of the limits established by the State Fire Marshal or a local fire marshal; and
 - (B) Density is limited such that groups of patrons can remain at least 6 feet apart at all times;
- (6) Establishments abide by the following maximum capacity limitations:
 - (A) For indoor entertainment and recreational establishments, no more than 300 patrons may be gathered within any distinct space within the establishment;
 - (B) For outdoor entertainment and recreational establishments, and for outdoor stadiums and arenas, no more than 1,000 patrons may be gathered unless the facility proceeds under subsection (G);
 - (C) At indoor stadiums and arenas with a fixed seating capacity of up to 10,000, no more than 375 patrons may be gathered;
 - (D) At indoor stadiums and arenas with a fixed seating capacity greater than 10,000, no more than 750 patrons may be gathered;
 - (E) At outdoor stadiums and arenas with a fixed seating capacity of up to 10,000, no more than 1,000 patrons may be gathered;
 - (F) At outdoor stadiums and arenas with a fixed seating capacity of greater than 10,000, no more than 1,500 patrons may be gathered;
 - (G) At outdoor entertainment and recreational facilities, outdoor stadiums and arenas that establish and abide by an infection control plan that complies with the MDHHS publication entitled "Large Outdoor Events Guidance"

issued May 14, 2021, gatherings may not exceed 20% of the venue's fixed seating capacity or 20 persons per 1,000 square feet, whichever is greater. Such venues must post their plan publicly, including on a public website. Infection control plans must be provided to the local health department at least seven days before scheduled events. Sports organizers of events occurring at outdoor stadiums and arenas proceeding under this subsection must administer a testing program as specified in the MDHHS publication entitled "Interim Guidance for Athletics" issued May 14, 2021.

(b) Gatherings are prohibited at food service establishments, whether indoor or outdoor, unless:

(1) Consumption of food or beverages is permitted only in a designated dining area where patrons are seated, groups of patrons are separated by at least 6 feet, no more than 6 patrons are seated together (at a table, booth, or group of fixed seats), and groups of patrons do not intermingle;

(2) At establishments offering indoor dining:

(A) The number of patrons indoors (or in a designated dining area of a multipurpose establishments) does not exceed 50% of normal seating capacity, or 100 persons, whichever is less, provided, however, that this limitation does not apply to soup kitchens and shelters;

(B) At food service establishments, or the designated dining area of a multipurpose establishment, indoor dining is closed between the hours of 11:00 PM and 4:00 AM;

(C) The establishment displays, in a prominent location, the MDHHS "Dining During COVID-19" brochure.

(c) Gatherings at non-tribal casinos may not exceed 30% of total occupancy limits established by the State Fire Marshal or a local fire marshal.

4. **Gathering restrictions for other facilities.** In addition to the gathering limitations set forth elsewhere in this order, the following limitations apply to gatherings in the following facilities:

(a) A gathering at a retail setting, library, or museum must not exceed 50% of total occupancy limits established by the State Fire Marshal or a local fire marshal. Nevertheless, a retail store, library, or museum may permit one customer at a time to enter if strict adherence to the 50% total occupancy limit would otherwise result in closure. Spaces for indoor and outdoor dining, including food courts, must comply with the requirements for food service establishments as set forth in section 3(b).

(1) Retail stores must establish lines to regulate entry and checkout, with markings for patrons to enable them to stand at least 6 feet apart from one another while waiting.

(b) At exercise facilities:

(1) Gatherings must not exceed 30% of the total occupancy limits established by the State Fire Marshal or a local fire marshal;

- (2) There must be at least 6 feet of distance between each occupied workout station and physical layout of the space must be established such that exercisers can move between stations while maintaining 6 feet of distance from others at all times; and
- (3) Gatherings for group fitness activities or classes are permitted, provided that all persons maintain at least 6 feet of distance from others at all times.
- (c) Gatherings in waiting rooms at outpatient health care facilities, veterinary clinics, and other businesses are prohibited unless the facility implements a system to ensure that persons not of the same group maintain 6 feet of distance. To the extent possible, this system must include a policy that patients wait in their cars for their appointments to be called.
- (d) Gatherings at an indoor pool not otherwise prohibited by this order must not exceed 30% of bather capacity limits described in Rule 325.2193 of the Michigan Administrative Code. Gatherings at an outdoor pool not otherwise prohibited by this order must not exceed 50% of bather capacity limits described in Rule 325.2193 of the Michigan Administrative Code.
- (e) Gatherings at ice and roller rinks are permitted, provided that occupancy is limited to 10 persons per 1,000 square feet, including within the exercise space. Gatherings for the purpose of open skating are permitted.
- (f) In facilities offering non-essential personal care services, including hair, nail, tanning, massage, traditional spa, tattoo, body art, piercing services, and similar personal care services, all services must be provided by appointment, and gatherings in waiting areas are prohibited.

5. Organized sports gathering restrictions.

- (a) Gatherings for the purpose of indoor contact sports practice and competition are prohibited unless:
 - (1) Organizers make a good faith effort to ensure compliance with section 6;
 - (2) Where it would be unsafe for participants to comply with section 6, all participants are tested consistent with the MDHHS publication entitled “Interim Guidance for Athletics” issued May 14, 2021.
- (b) Gatherings for the purpose of sports practice and competition are prohibited unless participants maintain 6 feet of distance from each other when not engaged in play.
- (c) Sports organizers, establishments, and teams must ensure that all gatherings for the purpose of sports competition and practice comply with the requirements of this order.
- (d) Gatherings for the purpose of sports practice and competition involving persons ages 13 to 19 are prohibited unless all such persons comply with a testing program as specified in the MDHHS publication entitled “Interim Guidance for Athletics” issued May 14, 2021.

6. Indoor face mask requirement.

- (a) Except as specified in section 7, all persons participating in indoor gatherings are required to wear a face mask.
- (b) A person responsible for an establishment, or an agent of such person, must prohibit gatherings of any kind at their establishment unless the person makes a good faith effort to

ensure that all persons at their establishment (including employees) comply with section 6(a). For purposes of this section, a “good faith effort” may include any of the following: posting a sign notifying people that wearing a mask is required unless a person falls into a specified exception; asking patrons not wearing masks whether they fall into a specified exception; requiring face masks of all patrons and employees; or any other policy designed to ensure compliance with section 6(a).

7. Exceptions to face mask requirement. The requirement to wear a face mask at indoor gatherings does not apply to individuals who:

- (a) Are fully vaccinated persons;
- (b) Are younger than 2 years old;
- (c) Cannot medically tolerate a face mask;
- (d) Are eating or drinking while seated in a designated area or at a private residence;
- (e) Are swimming;
- (f) Are receiving a medical or personal care service for which removal of the face mask is necessary;
- (g) Are asked to temporarily remove a face mask for identification purposes;
- (h) Are communicating with someone who is deaf, deafblind, or hard of hearing and whose ability to see the mouth is essential to communication;
- (i) Are actively engaged in a public safety role, including but not limited to law enforcement, firefighters, or emergency medical personnel, and where wearing a face mask would seriously interfere in the performance of their public safety responsibilities;
- (j) Are engaging in a religious service;
- (k) Are giving a speech for broadcast or to an audience, provided that the audience is at least 12 feet away from the speaker; or
- (l) Are engaging in an activity that requires removal of a mask not listed in another part of this section, and are in a facility that provides ventilation that meets or exceeds 60 ft³/min of outdoor airflow per person.

8. Contact tracing requirements for particular gatherings.

- (a) Gatherings are prohibited at the following facilities unless the facility maintains accurate records, including date and time of entry, names of patrons, and contact information, to aid with contact tracing, and denies entry for a gathering to any visitor who does not provide, at a minimum, their name and phone number:
 - (1) All businesses or operations that provide hair, nail, tanning, massage, traditional spa, tattoo, body art, piercing services, or similar personal care services; and
 - (2) Exercise facilities.
- (b) All businesses or operations that provide in-home services, including cleaners, repair persons, painters, and the like must not permit their employees to gather with clients

unless the business maintains accurate appointment records, including date and time of service, name of client, and contact information, to aid with contact tracing.

- (c) All dine-in food service establishments must maintain accurate records of the names and phone numbers of patrons who consume food or beverages on the premises, and the date and time of entry.
- (d) Upon request, businesses, schools, and other facilities must provide names and phone numbers of individuals with possible COVID-19 exposure to MDHHS and local health departments to aid in contact tracing and case investigation efforts.
- (e) Data collected under this section:
 - (1) Must not be sold, or used for sales or marketing purposes without the express consent of each patron;
 - (2) Must be protected as confidential information to the fullest extent of the law;
 - (3) Must not be provided to law enforcement or immigration officials except upon receipt of a lawful subpoena from a court or other lawful court order;
 - (4) Must be retained for 28 days by the collecting organization, after which time the data must be destroyed. If facilities use existing data to fulfill this requirement, they may instead follow their own pre-existing data retention and destruction policies at the conclusion of the 28-day retention period.

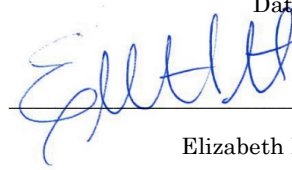
9. Implementation.

- (a) Nothing in this order modifies, limits, or abridges protections provided by state or federal law for a person with a disability.
- (b) Under MCL 333.2235(1), local health departments are authorized to carry out and enforce the terms of this order.
- (c) Law enforcement officers, as defined in the Michigan Commission on Law Enforcement Standards Act, 1965 Public Act 203, MCL 28.602(f), are deemed to be “department representatives” for purposes of enforcing this order and are specifically authorized to investigate potential violations of this order. They may coordinate as necessary with the appropriate regulatory entity and enforce this order within their jurisdiction.
- (d) Neither a place of religious worship nor its owner is subject to penalty under this order for allowing religious worship at such place. No individual is subject to penalty under this order for engaging in religious worship at a place of religious worship.
- (e) Consistent with MCL 333.2261, each violation of this order is a misdemeanor punishable by imprisonment for not more than 6 months, or a fine of not more than \$200.00, or both.
- (f) Nothing in this order affects any prosecution or civil citation based on conduct that occurred before the effective date of this order.
- (g) Nothing in this order should be taken to interfere with or infringe on the powers of the legislative and judicial branches to perform their constitutional duties or exercise their authority, or protections guaranteed by the state or federal constitution under these emergency circumstances.

- (h) Consistent with MCL 333.2262, violations of this order are punishable by a civil fine of up to \$1,000. If any provision of this order is found invalid by a court of competent jurisdiction, whether in whole or in part, such decision will not affect the validity of the remaining part of this order.

This order takes effect on Saturday, May 15, 2021, at 9:00 AM. At that time, the order entitled “Gatherings and Face Mask Order” issued on May 4, 2021, is rescinded. This order remains in effect through May 31, 2021, at 11:59 PM. Persons with suggestions and concerns are invited to submit their comments via email to COVID19@michigan.gov.

Date: May 14, 2021



Elizabeth Hertel, Director

Michigan Department of Health and Human Services

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	Bryan Foley
Email Address	
Address	425 Ainsworth Circle
City	Ypsilanti
State	Mi
Zip Code	48197
Phone Number	
Number of Years in the Community	61
Ward You Live In	1st
Education	Trade School graduate
Occupation	Electrical contractor
Employer	Aarneth Lighting Solutions
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:

Ypsilanti Downtown Development Authority

Party Affiliation

Field not completed.

Field not completed.

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

I am a life long born in Ypsilanti resident and would like to serve to help to insure all demographics in our city receive fair opportunity, representation and equal treatment in our City. I am one of the founders and current board member of the Association of African American Contractors

Work/volunteer experience related to the board or commission:

I am a business owner in our city and a long time volunteer at Parkridge Community Center, a member of the Joe Dulin Day/Summerfest committee and been active and instrumental in virtually every festival in our City and in the Downtown area.

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

Yes

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

Yes

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Qualifications

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Name	Stefan Szumko
Email Address	
Address	232 N River St, Apt 1
City	Ypsilanti
State	MI
Zip Code	48198
Phone Number	
Number of Years in the Community	30
Ward You Live In	3
Education	Master's Degree
Occupation	Builder - Residential Remodeler
Employer	House-Storian, LLC - owner
Are you applying for youth membership?	No
Are you registered to vote in the City of Ypsilanti?	Yes

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

Historic District Commission

Party Affiliation

Independent

Field not completed.

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

I enjoy uncovering the history of our local buildings and how they became what they are today. I appreciate the need for a historic district commission oversight as homeowners strive to maintain functional, attractive homes using modern building techniques and codes while adhering to stylistic guidelines as determined by the structure itself.

Work/volunteer experience related to the board or commission:

Homeowner/landlord/contactor engaged in several HDC applications over 25 years.

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

Yes

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

Yes

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Resolution No. 2021-109
May 18, 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
18 day of May 2021

#Resolution No. 2021-109