



**CITY OF YPSILANTI
REGULAR COUNCIL MEETING
Tuesday, March 19, 2024 @ 6:30 PM
Council Chambers
One South Huron, Ypsilanti, MI 48197
[Launch Meeting - Zoom](#)**

I. CALL TO ORDER

II. ROLL CALL

III. PLEDGE OF ALLEGIANCE

- A. I pledge allegiance to the flag, of the United States of America, and to the Republic for which it stands, one nation, under God, indivisible, with liberty and justice for all.

IV. AGENDA APPROVAL

V. PRESENTATIONS

- A. Ypsilanti Transit Center Project Update - Matt Carpenter, Forest Yang, Jesse Miller

VI. PUBLIC COMMENT (3 MINUTES)

VII. CONSENT AGENDA

- A. Resolution No. 2024-038, approving the Consent Agenda.
- B. Resolution No. 2024-039, approving the minutes of the March 5, 2024 City Council Meeting.
- C. Resolution No. 2024-040, authorizing the tying of teal ribbons around trees to bring awareness to Sexual Assault Awareness Month.

VIII. RESOLUTIONS/MOTIONS/DISCUSSIONS

- A. Resolution No. 2024-041, approving the purchase of an easement located at 130 N Washington.
- B. Resolution No. 2024-042, approving the proposal from DTE for the installation of streetlights on Washington St..
- C. Resolution No. 2024-043, awarding the City Hall elevator replacement contract to Shindler Elevator.
- D. Resolution No. 2024-044, approving appointments to Boards and Commissions.

- E. Resolution No. 2024-045, approving non-residents to Boards and Commissions.
- F. Resolution No. 2024-046, prohibiting the use of pretext stops by the Ypsilanti Police Department.
- G. Discussion Act 381 Brownfield Act Amendments - Nathan Vought, Washtenaw County Brownfield
- H. Discussion regarding process for both interviewing and grading the applicants for City Clerk.

IX. BOARD AND COMMISSION - LIAISON REPORTS

- A. Police Advisory Commission
- B. Human Relations Commission
- C. Parks and Arts Commission
- D. Sustainability Commission
- E. Historic District Commission
- F. Planning Commission
- G. Zoning Board of Appeals

X. LIAISON REPORTS

- A. SEMCOG Update
- B. Washtenaw Area Transportation Study
- C. Urban County
- D. Ypsilanti Downtown Development Authority
- E. Friends of Rutherford Pool

XI. COUNCIL PROPOSED BUSINESS

XII. COMMUNICATIONS FROM THE MAYOR

XIII. COMMUNICATIONS FROM THE CITY MANAGER

XIV. COMMUNICATIONS

- A. Historic Commission Annual Report
- B. Sustainability Commission Annual Report

XV. PUBLIC COMMENT (3 MINUTES)

XVI. REMARKS FROM THE MAYOR

XVII. ADJOURNMENT

- A. Resolution No. 2024-047, adjourning the City Council Meeting.
- B. Please click [here](#) to access the City Council Contact Form. This form can be used to submit any comments/concerns you might have about this agenda.

Ypsilanti Transit Center Project Update

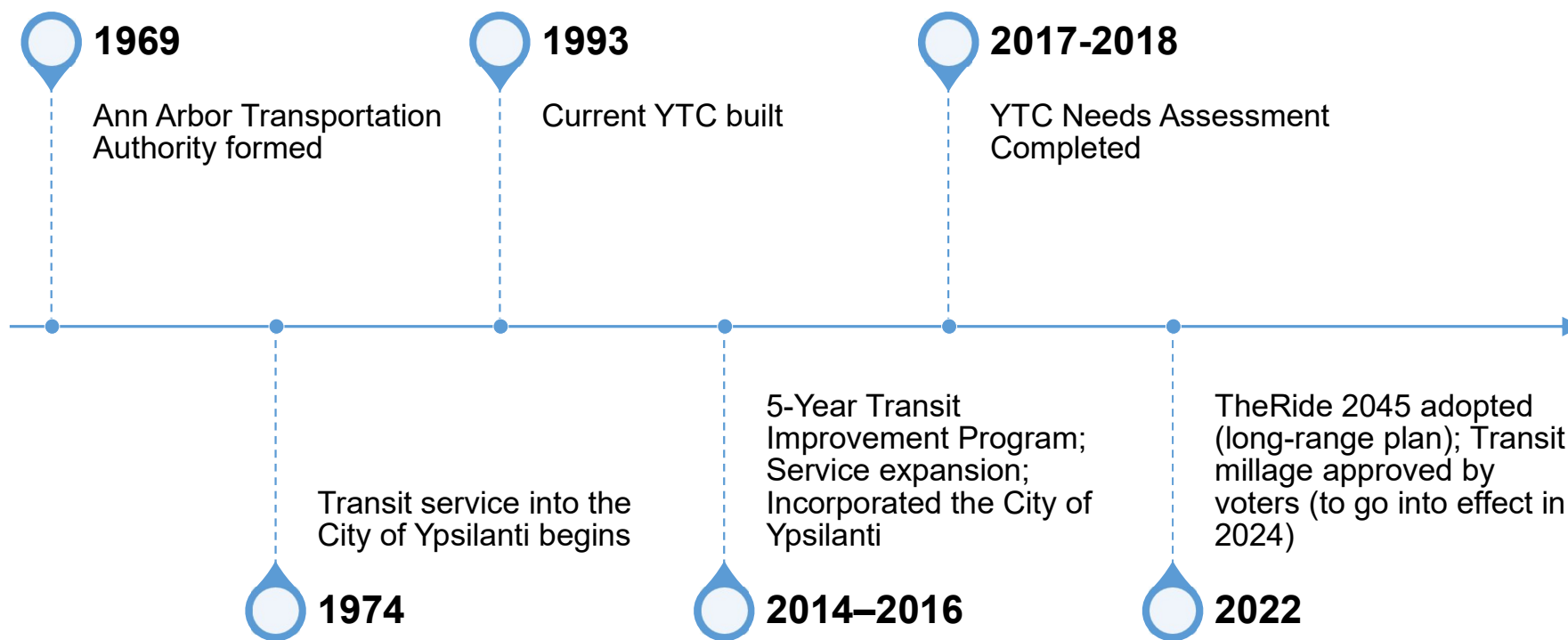
City of Ypsilanti
City Council Meeting
Tues., March 19, 2024

Agenda

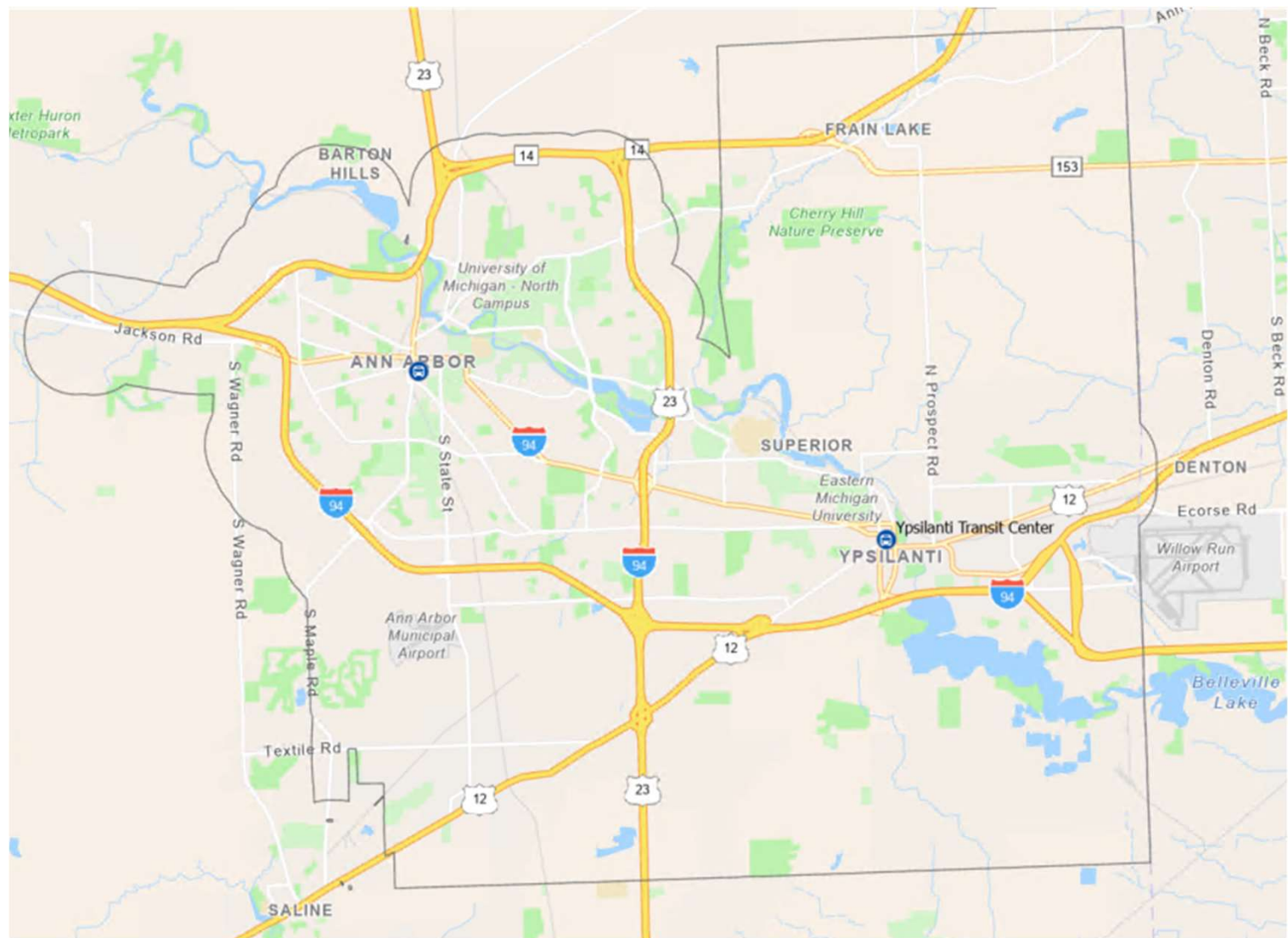
- Area Transit History
- Project Overview
- Project Schedule
- Funding
- Public Involvement
- Next Steps
- Discussion



Area Transit History



Project Overview



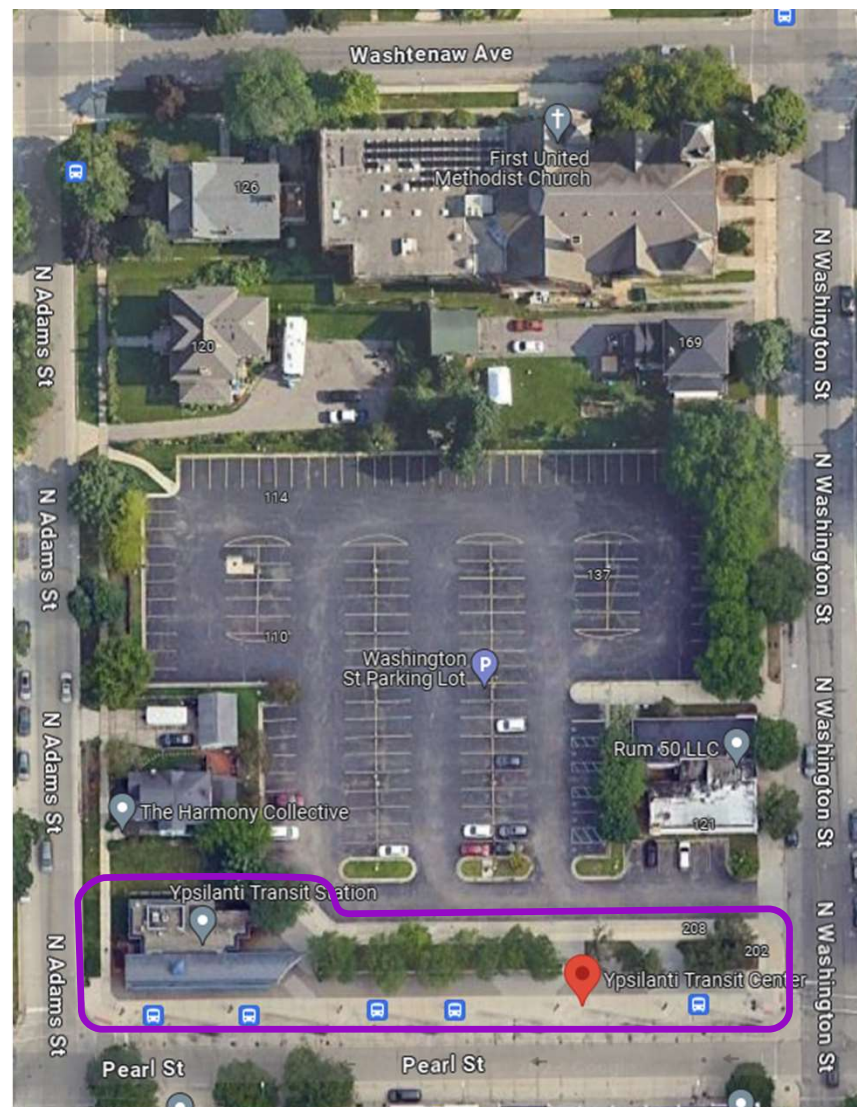
Project Description

- Current transit center has reached the end of its useful life
- Inadequate for TheRide's needs
 - Too small
- Included in TheRide 2045 as one of the top capital projects



Project Description

- Build a new transit center in downtown Ypsilanti, MI
 - Larger, accommodate growth
 - More functional
 - Modern
- Current facility sits at 220 Pearl St. in downtown Ypsilanti
- Maintain an affordable project

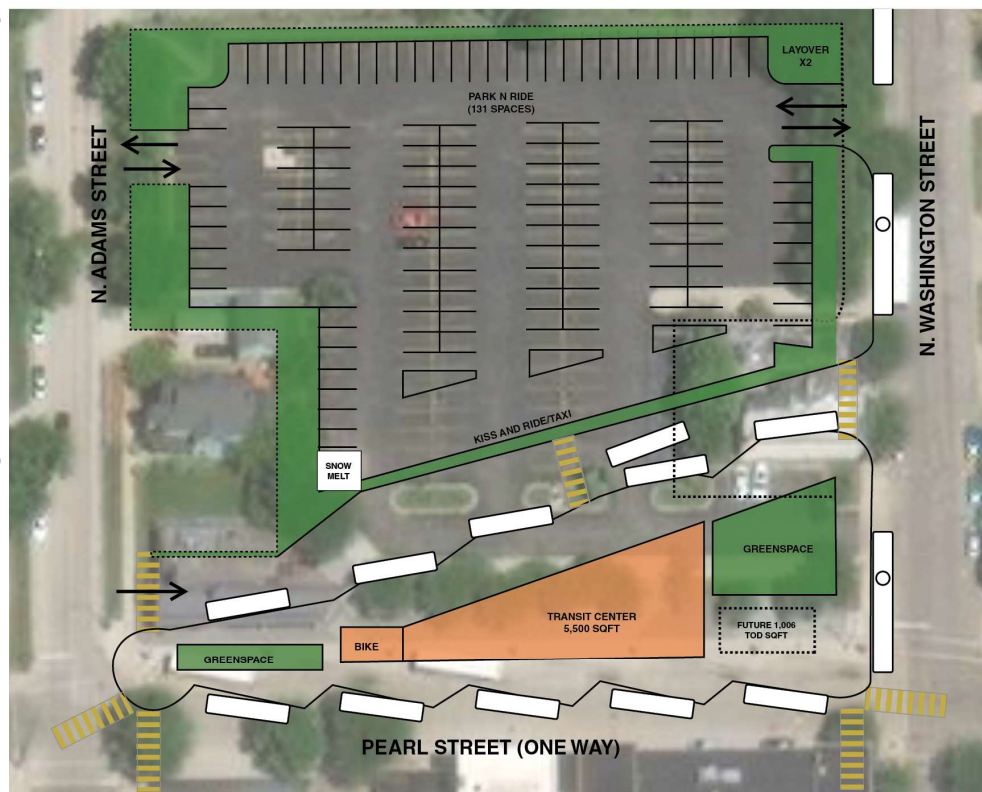


Project History

- Conducted a Needs Assessment in 2017-2018
- Work slowed to ensure funding and due to COVID-19 challenges
- Site recommendation



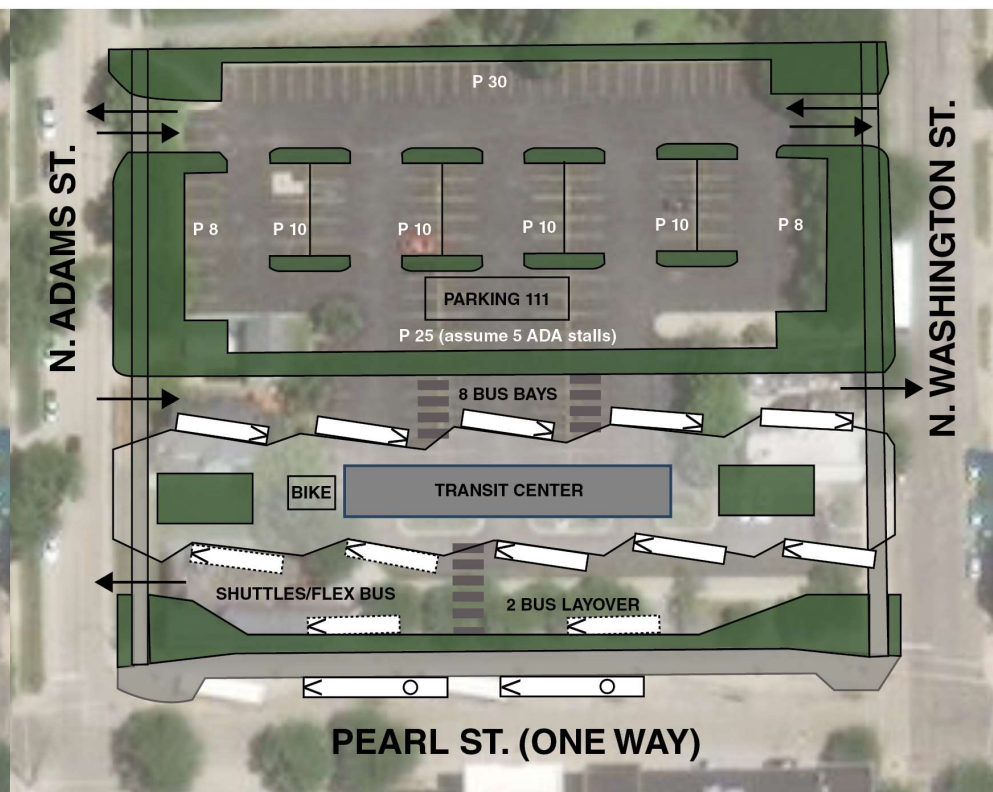
SITE PLAN CONCEPT 1



These are planning-level concepts for the redesign of the YTC area.



SITE PLAN CONCEPT 2



These are planning-level concepts for the redesign of the YTC area.



Project Today

- Hired DLZ/HDR in Fall 2023 to begin next phase
 - Validate 2017-2018 work
 - Develop additional concepts
 - Environmental documentation
- Internal kickoff in November 2023



Schedule

- 2024: complete Phase II
 - NEPA
 - Concept development
 - Initial schematic design (30-50% owner review)
- 2025-2026: complete Phase III & begin Phase IV
 - Design development
 - Final design
- 2026-2027: complete Phase IV & V
 - Construction documentation, bidding, and permitting
 - Construction
 - Facility open in 2027

Funding

- Successful 2022 millage
- Congressionally directed spending
- Capital reserves
- Other sources



Public Engagement

- Demographic analysis
- Technical Working Group
- Project Advisory Committee
- Initial round of engagement will be in late-April and May 2024
 - Build on the work in 2017-2018
 - Various methods of engagement

Community Analysis

Ypsilanti, Michigan | 1 Sq. Miles

Equity Considerations

POVERTY

In the study area, 25% of households are below the national poverty level, which is 44% higher than the combined city and township at 17% (2021 ACS). Darker colors in the map below indicate Census Tracts with higher poverty rates compared to the national average.



Figure 1 Poverty Status

RACE / ETHNICITY

In the area, 6% of the population is Hispanic or Latino, compared to 7% in the combined city and township. In Census Tract 4106, the most common race/ethnicity is Black or African American Alone, Not Hispanic.



Figure 2 Race and Hispanic Origin

AGE

In the study area, 12% of the population is age 65 and older, which is slightly lower than the combined city and township average of 13%. The senior population is highest in Census Tract 4107 at 25% and is 0% in tract 9805 (Eastern Michigan University).

LANGUAGES SPOKEN

Within the study area, 1% of the population 5 years and older have limited English ability; 0.8% speak Spanish, 0.2% speak Indo-European languages, and 0.1% speak Asian and Pacific Island languages and speak English less than very well (2021 ACS).

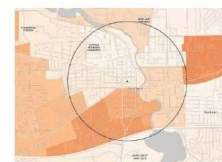


Figure 3 English Ability and Linguistic Isolation
The map above highlights the percentage of adults 18 years and over who have limited English ability.

HOUSING

Homeownership is moderately lower within the study area at 33%, compared to 53% in the combined city and township. The median home value is \$195,089, which is approximately the same as the city and township. Renter-occupied housing is 67% (2023 Esri). Homeownership rates are highest in Census Tract 4109 (84%), and 0% in Census Tract 9805 (Eastern Michigan University).



Figure 4 Owner-Occupied Housing


14,873
POPULATION


12%
SENIOR POPULATION


25%
PERCENT POVERTY


37%
PERCENT MINORITY


67%
RENTER OCCUPIED HOUSING


21%
RENTERS WITHOUT VEHICLE

Note: The one-mile study area includes Census Tract 9805, which is the footprint of Eastern Michigan University. There are no seniors (age 65+) or homeowners residing in this Tract, likely due to on-campus housing.

Next Steps

- Continue environmental review
- Develop concepts and schematics
- Next round of public engagement in fall 2024
- Move into the next phase by fall/winter 2024-2025

Ypsilanti Transit Center

Thank you!



Resolution No. 2024-038
March 19, 2024

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

That the following items be approved:

1. Resolution No. 2024-039, approving the minutes of the March 5, 2024, City Council meetings.
2. Resolution No. 2024-040, authorizing the tying of teal ribbons on certain location to bring awareness to Sexual Assault Awareness Month.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:



Resolution No. 2024-039
March 19, 2024

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

THAT the minutes of the March 5, 2024, City Council Meetings be approved.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:



MINUTES
REGULAR COUNCIL MEETING
6:00 PM - Tuesday, March 5, 2024
Council Chambers
One South Huron, Ypsilanti, MI 48197

I. CALL TO ORDER

The meeting was called to order at 6:01 PM.

II. ROLL CALL

Mayor Brown	Present	Council Member Tooson	Present
Council Member King	Present	Mayor Pro-Tem Wilcoxon	Present
Council Member McLean	Present	Council Member Simmons	Present (6:05 PM)
Council Member Sweet	Present		

ABSENT: None

III. PLEDGE OF ALLEGIANCE

- A. I pledge allegiance to the flag, of the United States of America, and to the Republic for which it stands, one nation, under God, indivisible, with liberty and justice for all.

IV. AGENDA APPROVAL

Amendment

- All items were removed from the Consent Agenda and moved to Section IX, Resolutions/Motions/Discussions

V. WORK SESSION - FACILITIES - Bonnie Wessler, DPS Director

A. Ypsilanti Facilities Presentation

Staff and City Council discussed facility needs, both short and long term.

VI. PUBLIC COMMENT (3 MINUTES)

One member of the public spoke

VII. PRESENTATIONS

A. A Proclamation in honor of Social Worker's Month - Mayor Brown & Council Member King

WHEREAS, Social Work is a profession truly dedicated to helping people;

WHEREAS, the primary mission of Social Work is to enhance human well-being and help meet the basic and complex needs of all people;

WHEREAS, Social Workers put a particular focus on helping people who are vulnerable, oppressed or living in poverty;

WHEREAS, Social Workers follow a Code of Ethics that calls on them to fight social injustice, and respect the dignity and worth of all people;

WHEREAS, Social Workers meet people where they are and help people and communities reach their full potential;

WHEREAS, the Social Work profession for more than a century has worked to improve this society, with Social Workers playing a role in establishing a minimum wage, Social Security, and

Medicare and working to ensure equal rights for women, African Americans and people who are LGBTQIA2S+;

WHEREAS, Social Workers work in all facets of our society, including schools, hospitals, community organizations, the military, mental health centers, social service agencies, corporations, and local, state and federal government;

WHEREAS, Social Workers are on the frontlines in helping this nation solve pressing social problems, including an increased demand for mental health services; an opioid addiction crisis; and economic inequality;

WHEREAS, Social Workers are in high demand, with some states reporting shortages in Social Work staffing and the Bureau of Labor Statistics predicting Social Work will be one of the fastest growing professions in our nation during this decade;

WHEREAS, a public opinion survey from Ipsos said Social Work has a public approval rating of more than 80 percent and more than half of Americans say Social Workers deserve higher pay;

WHEREAS, the 2024 Social Work Month theme, "Empowering Social Workers" embodies the need for society to support Social Workers so they can continue to do the life-affirming work they do and help address societal needs;

WHEREAS, Social Workers in turn empower people, communities and our nation, helping everyone achieve their full potential,

NOW THEREFORE, in recognition of the numerous contributions made by America's Social Workers Nicole Brown, Mayor of the City of Ypsilanti, proclaim the month of March 2024 as National Social Work Month and call upon all citizens to join the National Association of Social Workers and the City of Ypsilanti in celebration and support of the Social Work Profession.

B. A Proclamation in honor of Women's Month - Mayor Brown & Council Member Sweet

WHEREAS Every year March is designated Women's History Month by Presidential proclamation. The month is set aside to honor women's contributions in American history.

WHEREAS American women of every race, class, and ethnic background have made historic contributions to the growth and strength of our Nation in countless recorded and unrecorded ways;

WHEREAS American women have played and continue to play critical economic, cultural, and social role in every sphere of the life of the Nation by constituting a significant portion of the labor force working inside and outside of the home;

WHEREAS From Abigail Adams to Susan B. Anthony, Sojourner Truth to Rosa Parks, the timeline of women's history milestones stretches back to the founding of the United States.

WHEREAS American women have played a unique role throughout the history of the Nation by providing the majority of the volunteer labor force of the Nation;

WHEREAS American women were particularly important in the establishment of early charitable, philanthropic, and cultural institutions in our Nation;

WHEREAS American women of every race, class, and ethnic background served as early leaders in the forefront of every major progressive social change movement;

WHEREAS American women have served our country courageously in the military;

WHEREAS American women have been leaders, not only in securing their own rights of suffrage and equal opportunity, but also in the abolitionist movement, the emancipation movement, the industrial labor movement, the civil rights movement, and other movements, especially the peace movement, which create a more fair and just society for all; and

WHEREAS despite these contributions, the role of American women in history has been consistently overlooked and undervalued, in the literature, teaching and study of American history;

NOW, THEREFORE, I, NICOLE BROWN, MAYOR of the City of Ypsilanti hereby proclaim March

2024 as Woman's Month in the City of Ypsilanti.

C. Presentation of the City Audit - Clark Schaefer and Hackett's, Cody Mitchell, Senior Auditor

A presentation of the audit ending June 30, 2023 was provided.

VIII. CONSENT AGENDA

All items were removed and added to Section IX Resolutions/Motions/Discussions

IX. RESOLUTIONS/MOTIONS/DISCUSSIONS

A. Resolution No 2024-022, approving the Consent Agenda.

Council Member McLean moved, seconded by Council member Tooson to approve the agenda.

Council Member King suggested that we move the approval of the consent agenda, Resolution No. 2024-023.

Mayor Brown also suggested moving the resolution for the minutes, Resolution No. 2024-024.

Council Member Sweet suggested that we move Resolution No. 2024-026.

- **All items were removed from the Consent Agenda and moved to Section IX, Resolutions/Motions/Discussions**

On a voice vote, the agenda was approved as amended.

B. Resolution No. 2024-023, approving the minutes of the February 6, 2024, City Council meetings.

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

THAT the minutes of the February 6, 2024, City Council Meetings be approved.

Council Member Tooson moved to Approve the Resolution No. 2024-023, approving the minutes of the February 6, 2024, City Council meetings as presented. Mayor Pro-Tem Wilcoxon seconded the motion.

Yes: (7) Michelle King, Evan Sweet, Roland Tooson, Desirae Simmons, Steve Wilcoxon, Nicole Brown, Patrick McLean

No: 0 None

Absent: (0)

C. Resolution No. 2024-024, approving Ordinance No, 1420 an ordinance entitled "an ordinance to repeal Ordinance 1055, City Code Chapter 114, Vehicle for Hire, Article III Authorized Wreckers, Division 2. License. (Second Reading)

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI

THAT an Ordinance entitled "Ordinance to amend Ypsilanti City Code to repeal Ordinance 1055, City Code Chapter 114, Vehicle for Hire, Article III Authorized Wreckers, Division 2. License," be adopted on Second and Final Reading.

Council Member Tooson moved to Approve the Resolution No. 2024-024, approving Ordinance No, 1420 an ordinance entitled "an ordinance to repeal Ordinance 1055, City Code Chapter 114, Vehicle for Hire, Article III Authorized Wreckers, Division 2. License. (Second Reading) as presented. Mayor Pro-Tem Wilcoxon seconded the motion.

Yes: (6) Michelle King, Evan Sweet, Roland Tooson, Steve Wilcoxon, Nicole Brown, Patrick McLean

No: 0 None

Absent: (1) Desirae Simmons

D. Resolution No. 2024-025, approving Ordinance 1421, An ordinance to amend Ypsilanti City Code entitled An ordinance to amend City Code section 74-126 to remove air pistol and air rifle from the definition of *Weapon* to bring the section into compliance with Michigan State law, MCL 123.1102. (Second Reading)

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

THAT the ordinance entitled "An ordinance to amend City Code section 74-126 to remove air pistol and air rifle from the definition of *Weapon* to bring the section into compliance with Michigan State law, MCL 123.1102," be approved on Second and Final Reading.

Council Member Tooson moved to Approve Resolution No. 2024-025, approving Ordinance 1421, An ordinance to amend Ypsilanti City Code entitled An ordinance to amend City Code section 74-126 to remove air pistol and air rifle from the definition of *Weapon* to bring the section into compliance with Michigan State law, MCL 123.1102. (Second Reading) as presented. Mayor Pro-Tem Wilcoxon seconded the motion.

Yes: (7) Michelle King, Evan Sweet, Roland Tooson, Desirae Simmons, Steve Wilcoxon, Nicole Brown, Patrick McLean
No: 0 None
Absent: (0)

E. Resolution No. 2024-026, approving appointments to board and commissions.

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>Mike Bodary</u>	<u>YCUA</u>	<u>3-5-2027</u>
<u>1206 Westmoorland</u>		
<u>Ypsilanti, MI 48197</u>		

Mayor Pro-Tem Wilcoxon moved to Approve the Resolution No. 2024-026, approving appointments to board and commissions as presented. Council Member Sweet seconded the motion.

Yes: (7) Michelle King, Evan Sweet, Roland Tooson, Desirae Simmons, Steve Wilcoxon, Nicole Brown, Patrick McLean
No: 0 None
Absent: (0)

F. Resolution No. 2024-027, approving the proposal from OHM for DPS Yard Programming.

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:
Whereas, the existing Public Services yard has several buildings in need of significant repair; and
Whereas, the scope of these repairs presents an opportunity to examine the overall layout of the yard and improve its efficiency; and
WHEREAS, the City engineer OHM has prepared a proposal to verify the existing yard conditions and to identify the scope of future needs; and,
NOW THEREFORE BE IT RESOLVED THAT the City of Ypsilanti approves the proposal from OHM for DPS Yard Programming for \$57,900;
AND FURTHER THAT any change orders may be approved by the City Manager, to facilitate the completion of this work.

Council Member Sweet moved to Approve the Resolution No. 2024-027, approving the proposal from OHM for DPS Yard Programming as presented. Council Member Tooson seconded the motion.

Yes: (7) Michelle King, Evan Sweet, Roland Tooson, Desirae Simmons, Steve Wilcoxon, Nicole Brown, Patrick McLean
No: 0 None
Absent: (0)

G Resolution No. 2024-028, approving Act 51 desertification of city streets.

NOW THEREFORE IT IS RESOLVED:
Whereas, the City of Ypsilanti does wish to de-certify the following local streets, with distances and extents as noted below, being a total centerline distance of 5,261' feet:

Name	Extents	Decertified Distance
Water Street	Entirety, south of Michigan Ave	834'
Follett Ave	Entirety, south of Michigan Ave	317'
Parsons	Portion, west of Park St to end	548'
South River	Entirety, south of Michigan Ave	929'
Depot Dr	Entirety, Maple to River	301'
Prospect Ct	Entirety, west of Prospect St	131'
Newton St	Entirety, south of Huron River Drive	638'
Florence St	Portion, from Huron to Washington	191'
North St	Portion, west of River St to end	182'
Monroe St	Portion, west of Second to end	605'
Babbitt St	Portion, west of Grove Rd	295'
North Grove	Portion, crossing railroad	90'
North Park	Portion, crossing railroad	200'

Resolution duly adopted.

Council Member Simmons moved to Approve the Resolution No. 2024-028, approving Act 51 desertification of city streets, as presented. Mayor Pro-Tem Wilcoxon seconded the motion.

Yes: (7) Michelle King, Evan Sweet, Roland Tooson, Desirae Simmons, Steve Wilcoxon, Nicole Brown, Patrick McLean

No: 0 None

Absent: (0)

H. Resolution No. 2024-029, approving the creation of a Council Finance Committee.

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS; a city budget is a living document, and essential to the function of government; and

WHEREAS; it is essential to understand if budgets set are sustainable while meeting the city's statutory obligations; and

WHEREAS; updates on city projects, projected revenues, departmental objectives and needs will assist City Council to better strategize how best to allocate funds to ensure city goals are achieved, and to facilitate a more detailed review of the city and departmental budgets during each annual budget process; and

WHEREAS; an increase in Council participation in the city's budget will better allow the city to pivot in case of crisis; and WHEREAS; the public deserves the right to access the state of the city's finances and if funds are being allocated effectively; and WHEREAS; a committee comprised of three Council Members, the City Manager, City Clerk, and Finance Director would create better flexibility, increase public trust, and create better processes on how the needs of the city are being addressed;

WHEREAS; the Council Members serving on this committee will be selected during the Organizational Meeting following the General Election that year.

NOW THEREFORE BE IT RESOLVED; That the City Council of the City of Ypsilanti establish a Finance Committee with intent to review departmental budgets throughout the year, monitor if the allocations are effective, and understand threats that need to be addressed in future budgets.

BE IT FURTHER RESOLVED; that this committee meet bimonthly and report to the Council as a whole regularly throughout the fiscal year.

Council Member McLean moved to Approve the Resolution No. 2024-029, approving the creation of a Council Finance Committee, as amended. Council Member Simmons seconded the motion.

Yes: (7) Michelle King, Evan Sweet, Roland Tooson, Desirae Simmons, Steve Wilcoxon, Nicole Brown, Patrick McLean

No: 0 None

Absent: (0)

I. Resolution No. 2024-030, approving the creation of a Council Personnel Committee.

Council withdrew the motion to approve

J. Resolution No. 2024-031, requiring the Community Benefits Agreement process be adhered to if a development incentive is requested, until Council takes action on the Ordinance 1325.

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS; City Council adopted Ordinance 1325 "Community Benefits" on September 11, 2018; and

WHEREAS; the development of the ordinance was community partnership between the City and the community group Rising for Economic Development in Ypsi (REDY); and

WHEREAS; the ordinance requires that a developer requesting an incentive citizen committee must be formed to negotiate an agreement; and

WHEREAS; The ordinance included a sunset clause three years following the adoption of the ordinance; and

WHEREAS; since its sunset three developments have followed the process and successfully negotiated a Community Benefits Agreement; and

WHEREAS; it is City Council's intent that developments requesting an incentive abide by the ordinance until it is readopted, as is or as amended.

NOW THEREFORE BE IT RESOLVED; that the City Council of the City of Ypsilanti require any development requesting an incentive from the city be required to adhere to the process as enacted by the approval of Ordinance 1325, until Council takes further action.

Council Member Simmons moved to Approve the Resolution No. 2024-031, requiring the Community Benefits Agreement process be adhered to if a development incentive is requested, until Council takes action on the Ordinance 1325 as presented. Mayor Pro-Tem Wilcoxon seconded the motion.

Yes: (7) Michelle King, Evan Sweet, Roland Tooson, Desirae Simmons, Steve Wilcoxon, Nicole Brown, Patrick McLean

No: 0 None

Absent: (0)

K. Resolution No. 2024-032, approving a contract for Andrew Hellenga for the position of City Manager.

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

THAT Andrew Hellenga is hereby hired as City Manager of the City of Ypsilanti and that the employment contract presented to Council March 5, 2024, and its terms and conditions are hereby approved as amended and the Mayor and Deputy City Clerk are authorized to sign said contract for and on behalf of the city, subject to satisfactory completion of all pre-employment conditions and approval by the City Attorney.

Council Member King moved to Amend the Resolution No. 2024-032, approving a contract for Andrew Hellenga for the position of City Manager by removing the signing bonus. Council Member Simmons seconded the motion.

Yes: (2) Michelle King, Desirae Simmons

No: 5 Evan Sweet, Roland Tooson, Steve Wilcoxon, Nicole Brown, Patrick McLean

Absent: (0)

Mayor Pro-Tem Wilcoxon moved to Amend the Resolution No. 2024-032, approving a contract for Andrew Hellenga for the position of City Manager by removing the severance package for 150 days, and adding "or after" to the 120-day package. Council Member McLean seconded the motion.

Yes: (7) Michelle King, Desirae Simmons, Evan Sweet, Roland Tooson, Steve Wilcoxon, Nicole Brown, Patrick McLean

No: (0)

Absent: (0)

Council Member Tooson moved to approve as amended the Resolution No. 2024-032, approving a contract for Andrew Hellenga for the position of City Manager. Mayor Pro-Tem Wilcoxon seconded the motion.

Yes: (7) Michelle King, Desirae Simmons, Evan Sweet, Roland Tooson, Steve Wilcoxon, Nicole Brown, Patrick McLean

No: (0)

Absent: (0)

- L. Resolution No. 2024-033, designating a city-owned parcel as Huron Landing Park.

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, the Parks and Arts Commission has been tasked with providing recommendations to City Council on city Parks and Recreation items; and

WHEREAS, the City of Ypsilanti owns a one acre parcel along Spring St, between Catherine St, and Grove Rd, directly adjacent to the Huron River; and
WHEREAS, the Parks and Arts Commission recommends that this parcel be designated as a city park.

NOW THEREFORE BE IT RESOLVED THAT, that the City of Ypsilanti City Council designate this city owned parcel as Huron Landing Park.

Mayor Pro-Tem Wilcoxon moved to Approve the Resolution No. 2024-033, designating a city-owned parcel as Huron Landing Park, as presented. Council Member Tooson seconded the motion.

Yes: (7) Michelle King, Evan Sweet, Roland Tooson, Desirae Simmons, Steve Wilcoxon, Nicole Brown, Patrick McLean

No: 0 None

Absent: (0)

- M. Resolution No. 2024-034, approving an agreement with the Michigan Department of Natural Resources for the resurfacing of the Rutherford Pool.

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

THAT the CITY OF YPSILANTI, MICHIGAN does hereby accept the terms of the grant fund Agreement received from the Michigan Department of Natural Resources titled "Interior Surface Replacement of the Rutherford Pool" and agrees:

1. To construct the project and provide such funds, services and materials as may be necessary to satisfy the terms of said Agreement.

2. To regulate the use of the facility constructed and reserved under this Agreement to assure the use thereof by the public on equal and reasonable terms.

3. To comply with any and all terms of said Agreement, including all terms not specifically set forth in the foregoing portions of this Resolution.

Mayor Pro-Tem Wilcoxon moved to Approve the Resolution No. 2024-034, approving an agreement with the Michigan Department of Natural Resources for the resurfacing of the Rutherford Pool, as presented. Council Member Sweet seconded the motion.

Yes: (7) Michelle King, Evan Sweet, Roland Tooson, Desirae Simmons, Steve Wilcoxon, Nicole Brown, Patrick McLean

No: 0 None

Absent: (0)

- N. Resolution No. 2024-035, removing Dillon Navarre from the Parks and Arts Commission.

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

Whereas, the Parks and Arts Commission has adopted certain bylaws requiring regular attendance; and

Whereas, Dillon Navarre is a member of this body who has missed 3 consecutive meetings; and

Furthermore, be it resolved that Dillon Navarre be dismissed from this body.

Council Member King moved to Approve the Resolution No. 2024-035, removing Dillon Navarre from the Parks and Arts Commission, as presented. Council Member Sweet seconded the motion.

Yes: (7) Michelle King, Evan Sweet, Roland Tooson, Desirae Simmons, Steve Wilcoxon, Nicole Brown, Patrick McLean

No: 0 None

Absent: (0)

- O. Resolution No. 2024-036, approving the proposal from AKT for Limited Phase II Site Assessment for \$16,950.

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

Whereas, a Phase I has been completed at the existing Public Services yard noting three on-site Recognized Environmental Conditions that may affect indoor air quality; and

Whereas, the existing buildings are in need of significant repair, providing a potential window of opportunity to mitigate any indoor air quality issues; and

WHEREAS, the AKT Peerless has prepared a proposal for a limited Phase II study to assess the indoor air quality of the buildings that are, were, or may be regularly occupied; and,

NOW THEREFORE BE IT RESOLVED THAT the City of Ypsilanti approves the proposal from AKT for a Limited Phase II Environmental Site Assessment for \$16,950.

Council Member King moved to Approve the Resolution No. 2024-036, approving the proposal from AKT for Limited Phase II Site Assessment for \$16,950, as presented. Mayor Pro-Tem Wilcoxen seconded the motion.

Yes: (7) Michelle King, Evan Sweet, Roland Tooson, Desirae Simmons, Steve Wilcoxen, Nicole Brown, Patrick McLean

No: 0 None

Absent: (0)

P. Discussion regarding agenda item submission protocol.

Council confirmed protocol set for a deadline for agenda item submission.

Q. Selection of candidates to interview for City Clerk.(added 3/1/24)

Council selected candidates to interview for City Clerk

	Letter N	Letter K	Letter F	Letter E
Brown	Yes	Yes	Yes	Yes
King	Yes	Yes	No	Yes
McLean	Yes	Yes	Yes	Yes
Simmons	Yes	Yes	No	Yes
Sweet	Yes	Yes	Yes	Yes
Tooson	Yes	Yes	Yes	Yes
Wilcoxen	Yes	Yes	Yes	Yes

Four people will be interviewed for 45 minutes each.

R. Discussion regarding an unarmed emergency response team. (added 3/1/2024)

X. BOARD AND COMMISSION - LIAISON REPORTS

A. Police Advisory Commission

Liaison Council Member Tooson

- Created language for Resolution No. 2024-001
- Progress was made on a police interaction survey.
- Next meeting, March 28, 2024 7:00PM in council chambers

B. Human Relations Commission

Liaison Council Member King

- Picked a liaison for a joint YPAC meeting.
- Reviewed Chapter 58
- Invited Nation Outside to present work they have done in the past with formally incarcerated population and
- Discussed potential language changes in Chapter 58
- Approved the 2024 calendar.
- Working on complaints
- Next meeting will be in April.

C. Parks and Arts Commission

Liaison Council Member Sweet

- Discussion around ordinance language for Park Commission Ordinance, which will be brought before council.
- Master Plan Update discussion
- Next meeting, March 18, 2024

D. Sustainability Commission

Liaison Council Member Simmons

- Working on Resilience Hub Network Program
- Doing outreach to surrounding municipalities regarding interests in working alongside the Stability Commission
- Working to bring a speaker in March - Just Transitions
- Connecting with Michigan Alliance for Justice in Climate

- Working on dates to meet with high school students and a meeting during a school day
- Working on review of the sustainability plan matrix

E. Historic District Commission

None

F. Planning Commission

Liaison Council Member Wilcoxon

- Meeting was on February 21, 2024
- Removed from the agenda was the site plan for the project adjacent to the Centennial Building on North Washtenaw.
 - A number of letters were submitted during public comment, besides public common regarding concerns over this project.
- Public hearing for marijuana, and regarding the number of buffering to limit the number of additional businesses that could be permitted by zoning.
 - Discussed a preference for council instead of building. It was the advice of our council that that would open up certain liability in terms of law, and they will be bringing forward language.
- Discussed a site plan for a veterinary business and ordinances that deal with the outside of the building, parking space and trash

G. Zoning Board of Appeals

None

XI. LIAISON REPORTS

A. SEMCOG Update

None

B. Washtenaw Area Transportation Study

- Simmons attended her first WATS meeting.
- There are positions available for special interest groups with WATS.
- Went over the crash report- 5 year crash trend.
- Discussing a resolution regarding US23
 1. Public comment open till March 10, 2024
 2. Trains not Lanes advocating for transit options
 3. AAAT also expressed interests.
- AAAT – mileage for enhanced services will start earlier than planned

C. Urban County

None

D. Ypsilanti Downtown Development Authority

Mayor Brown:

- Discussed beautification.
- Had a presentation with Director Wessler regarding lights.
- Budget was approved for 2024-25
- Special event sponsorship application window is open till March 31, 2024.

E. Friends of Rutherford Pool

Wilcoxon:

- Met this month.
- Ongoing discussion regarding resurfacing
- Fundraiser
 1. \$10,000 came from the county for the purpose of expanding the program.
 2. Hasn't ended in 3 years

- Subsidizing swimming lessons
- Swim suits check out
- Contract with Metro Park
- Discussed issues in accounting between Rutherford, the city and the county due to different fiscal years

XII. COUNCIL PROPOSED BUSINESS

Tooson: None

McLean: Met with Chief Moore and three officers and encouraged others to do so. McLean stated that he thinks Chief Moore is bringing on good folks and is looking forward to developing a good relationship with them.

Sweet: Thanked all the staff that helped manage this election, and specifically, City Manager Hellenga. He heard good feedback from residents that participated absentee, in person, etc. The city was awarded a "play as essential" grant to install a communication board in Riverside Park.

Wilcoxon: Continuing our meetings with Huron River Watershed Council twice a month. HRWC is having an event on March 6, 2024, called River Givers. We sent a letter of support for the education with the city and other places around county collaborations. March 18th was the County Bike Summit. The advisory committee, which is a subcommittee of the Planning Commission, is organizing a bike ride on May 5th, to introduce people to the new structures. Ashley Fox extended an invitation to speak to his classes next week.

Simmons: Ypsilanti Youth Poet Laureate selected: Ruth Mela (sp), June 9th 6:00 to 8:00 PM at Freight House as a kickoff celebration. There is a big Michigan State grant for community centers, with four projects in the county, with three in Ypsilanti, two in the city, with one in Ward 3, and the project Home for Healing. Residents have voiced concerns about mental health services, and the court moving to Ann Arbor. Simmons further discussed the un-housed community. Simmons questioned commission training and onboarding.

King: Discussed Black History Month, and events she attended: Michigan Black Summit, Riverside Arts, and J29.

XIII. COMMUNICATIONS FROM THE MAYOR

Brown stated that the Black Summit was amazing. She was able to sit on a panel with other mayors on opening night. Brown also discussed the un-housed and how the city of Baltimore purchased hotels to house the un-housed. She will share more information when she finds out more about it. March is the national reading month. She encouraged everyone to read. The question was raised regarding early voting for the May 7th, 2024 recall election.

Council Member King moved to Approve holding early voting for the May 7, 2024 Special Election. Mayor Pro-Tem Wilcoxon seconded the motion.

Yes: (1) Michelle King

No: 4 Evan Sweet, Roland Tooson, Nicole Brown, Patrick McLean

Absent: (0)

XIV. COMMUNICATIONS FROM THE CITY MANAGER

XV. COMMUNICATIONS

XVI. PUBLIC COMMENT (3 MINUTES)

Eight members of the public spoke

XVII. REMARKS FROM THE MAYOR

XVIII. ADJOURNMENT

A. Resolution No. 2024-037, adjourning the City Council Meeting.

The meeting was adjourned at 11:25 PM.

Mayor Brown moved to Adjourn the Resolution No. 2024-037, adjourning the City Council Meeting.

Yes: (7) Michelle King, Evan Sweet, Roland Tooson, Desirae Simmons, Steve Wilcoxon, Nicole Brown, Patrick McLean

No: (0)

Absent: (0)

- 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. 2024-040
March 19, 2024

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, April is Sexual Assault Awareness month; and

WHEREAS, freedom for sexual assault is a basic human right, yet tens of thousands of Americans carry the trauma of sexual assault with them; and

WHEREAS, Sexual violence affects all people, regardless of geography, race, age, ethnicity, gender, religion, sexual orientation, gender identity, or economic background; and

WHEREAS, One in four women and 1 in 26 men have survived a rape or attempted rape. Abuse can happen anywhere — at work, at home, at school, in other public places, or online; and

WHEREAS, Sexual; Assault can lead to depression, anxiety, PTSD, and other physical and emotional wounds; and

WHEREAS, the Safehouse Center has requested to tie teal ribbons and a placard that provides information regarding Sexual Assault Awareness month, and information on how to contact Safehouse; and

WHEREAS, Safehouse has requested to tie ribbons on tress on E Cross between River and Rice, on Michigan Ave between Huron and Hamilton, and W. Cross between Summit and College Pl.

THEREFORE BE IT RESOLVED THAT the Mayor and City Council supports this national campaign and approves of teal ribbons being tied in the specified locations in the city April 1st - April 30, 2024, in honor of Sexual Assault Awareness Month.

OFFERED BY: _____

SUPPORTED BY: _____

YES:

NO:

ABSENT:

VOTE:



SafeHouse Center Sexual Assault Awareness Month Ribbon Campaign

Description (see photo below): Teal ribbons are gently wrapped around trees, displaying a small placard with information about Sexual Assault Awareness Month (SAAM), a fact related to SAAM, information about SafeHouse Center services, and how to contact us. Our team will place these ribbons the last week of March, or the first week of April, and do removal by May 1st. We will only place these ribbons on city trees in the road verges at the locations listed below. We will happily include any more information the city would like placed on the placards.

Locations:

- 5 trees on E. Cross St. between Rice St. and N. River St.
- 5 trees on W. Michigan Ave. between N. Hamilton St. and N. Huron St.
- 5 trees on W. Cross St. between N. Summit St. and College Pl.

Picture of ribboned pole on U-M campus from April 2023





REQUEST FOR LEGISLATION
March 19, 2024

For: Mayor and City Council

From: John Barr

Subject: Resolution No. 2024-041, approving the purchase of an easement located at 130 N Washington.

SUMMARY & BACKGROUND: The city owned 130 N. Huron in 1984 and sold the property to a private owner. The city reserved an 8-foot pedestrian easement from Huron Street to Riverside Park. At that time the city did not have the Riverside Arts Center Plaza and an entrance to Riverside Park.

The matter came to my attention recently when the present owner William Douglas Winters obtained a fence permit and installed a fence around the property, including on the easement, blocking the easement.

I have been tasked with enforcement action. In consultation with the City Manager, it was determined that the easement has received little use, especially now with the Riverside Arts entrance to Riverside Park.

Mr. Winters has offered to purchase back the easement for \$15,000, the value put on the easement by the City Assessor.

The City Manager and I believe this is the best solution to the problem.

RECOMMENDED ACTION: Review and approve the sale back of the easement for \$15,000.

ATTACHMENTS:

1. Res approve offer easement
2. Quitclaim deed of easement
3. Purchase Agreement signed_Redacted

CITY MANAGER APPROVAL:

COUNCIL AGENDA DATE: March 19, 2024

CITY MANAGER COMMENTS:

FISCAL SERVICES DIRECTOR APPROVAL:



Resolution No. 2024-041
March 19, 2024

RESOLUTION TO APPROVE SALE OF PEDESTRIAN EASEMENT
AT 130 NORTH HURON STREET

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

Whereas, the City acquired a pedestrian easement over the private property at 130 N. Huron in 1984 for access to Riverside Park and the easement was never developed, and

Whereas, the City acquired title to land to access to Riverside Park from North Huron Street adjacent to the Riverside Arts Center including a plaza and steps and walkway to Riverside Park, and no longer has need for the 130 N. Huron easement, and

Whereas, William Douglas Winters, the present owner of 130 N. Huron has offered to purchase the easement back from the city for the sum of \$15,000, a value established by the City Assessor,

Now Therefore, Ypsilanti City Council accepts the offer to purchase the easement and approves and authorizes the mayor and deputy city clerk to sign and deliver a quitclaim deed approved as to form by the City Attorney terminating the easement and returning the rights to the property owner upon payment to the City of \$15,000.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

QUITCLAIM DEED

The City of Ypsilanti, grantor, a Michigan Home Rule City, whose address is 1 South Huron Street, Ypsilanti, MI 48197, **QUITCLAIMS** to **William Douglas Winters**, grantee, whose address is 130 North Huron Street, Ypsilanti, MI 48197, all right, title and interest in a certain pedestrian easement (easement) for ingress and egress created by Warranty Deed dated December 3, 1984, recorded in Washtenaw County Records at Liber 1963, page 74, burdening the property located at 130 North Huron, Ypsilanti, MI 48197, City of Ypsilanti, Washtenaw County, Michigan described as:

Commencing at the NE corner, Section 9, T3S, R7E, Ypsilanti Township, Washtenaw County, Michigan, thence S 87° 37' W 2895.06 feet to the intersection of the centerline of Cross Street and the east line of North Huron Street; thence along east line of North Huron Street in the following courses: S 18° 44' E 338.25 feet and S 1°12' E 418.47 feet for a PLACE OF BEGINNING; THENCE N. 88°18' E 184.10 feet; thence S 1°27' E 138.05 feet; thence S 88°48' W 184.70 feet; thence N 1°12' W 136.32 feet along the east line of North Huron Street to the Place of Beginning, being part of French Claim 691 and Lot 185, EXCEPT the South 16.5 feet of the original plat of the Village of Ypsilanti as recorded in Liber of Transcripts, page 162, Washtenaw County records, containing 0.58 acres of land more or less.

Said easement described as AN EASEMENT running to the City of Ypsilanti for ingress and egress as a pedestrian walkway 8 feet in width crossing the entire parcel in and westerly to easterly direction, being 8 feet in width and being described as follows:

SUBJECT TO AND RESERVING AN EASEMENT running to the City of Ypsilanti for ingress and egress as a pedestrian walkway 8 feet in width crossing the entire parcel in a westerly to easterly direction, being 8 feet in width and being described as follows: An easement 8 feet wide, being 4 feet on either side of a line commencing at a point on the western boundary of said parcel 4 feet north of the south west corner of said parcel for a PLACE OF BEGINNING; thence easterly parallel to the southern boundary 70 feet to a point; thence northeasterly to a point 20 feet north of said southern boundary; thence easterly parallel to the southern boundary to a point on the eastern boundary of said parcel, said last point being 20 feet north of the southern boundary of said parcel.

for the full consideration of Fifteen Thousand Dollars (\$15,000).

THE GRANTOR IS A MICHIGAN MUNICIPALITY AND THIS CONVEYANCE IS EXEMPT UNDER MCL 207.526(6)(I)

Signed:

CITY OF YPSILANTI, a Michigan Home Rule City

By: Nicole Brown, Mayor

Dated this ____ day of March, 2024.

By: Lorrie Thomas, Deputy City Clerk

STATE OF MICHIGAN)
)ss.
COUNTY OF WASHTENAW)

The foregoing instrument was acknowledged before me this _____ day of March, 2024,
by Nicole Brown, Mayor of the City of Ypsilanti.

Andrew Hellenga, Notary Public
Washtenaw County, Michigan
My commission expires: 07/09/2025
Acting in Washtenaw County

STATE OF MICHIGAN)
)ss.
COUNTY OF WASHTENAW)

The foregoing instrument was acknowledged before me this _____ day of March, 2024,
by Lorrie Thomas, Deputy city clerk of the city of Ypsilanti, Michigan.

Andrew Hellenga, Notary Public
Washtenaw County, Michigan
My commission expires: 07/09/2025
Acting in Washtenaw County

Instrument drafted by: John M. Barr, Barr Anhut & Associates, 105 Pearl Street, Ypsilanti, MI 48197NO
OPINION ON TITLE, ZONING, SURVEY, OR ANY CONDITIONS OF USE RENDERED.

Recording Fee: \$30

When recorded return to: Barr, Anhut & Associates, PC at 105
Pearl Street, Ypsilanti, MI 48197

State transfer tax: \$0

Send subsequent tax bills to: Grantee, Douglas Winters at 130 N. Huron Street, Ypsilanti, MI 48197.

Tax Parcel # 11-11-40-401-022

OFFER TO PURCHASE EASEMENT

William Douglas Winters, of 104-106 West Michigan Avenue, Ypsilanti, MI 48197 (Buyer) offers to purchase from the City of Ypsilanti, a Michigan Home Rule City of 1 South Huron Street, Ypsilanti, MI 48197 (Seller) a certain pedestrian easement (easement) for ingress and egress created by Warranty Deed dated December 3, 1984, recorded in Washtenaw County Records at Liber 1963, page 74, burdening the property located at 130 North Huron, Ypsilanti, MI 48197 described as:

Commencing at the NE corner, Section 9, T3S, R7E, Ypsilanti Township, Washtenaw County, Michigan, thence S 87° 37' W 2895.06 feet to the intersection of the centerline of Cross Street and the east line of North Huron Street; thence along east line of North Huron Street in the following courses: S 18° 44' E 338.25 feet and S 1°12' E 418.47 feet for a PLACE OF BEGINNING; THENCE N. 88°18' E 184.10 feet; thence S 1°27' E 138.05 feet; thence S 88°48' W 184.70 feet; thence N 1°12' W 136.32 feet along the east line of North Huron Street to the Place of Beginning, being part of French Claim 691 and Lot 185, EXCEPT the South 16.5 feet of the original plat of the Village of Ypsilanti as recorded in Liber of Transcripts, page 162, Washtenaw County records, containing 0.58 acres of land more or less.

Said easement described as AN EASEMENT running to the City of Ypsilanti for ingress and egress as a pedestrian walkway 8 feet in width crossing the entire parcel in and westerly to easterly direction, being 8 feet in width and being described as follows:

SUBJECT TO AND RESERVING AN EASEMENT running to the City of Ypsilanti for ingress and egress as a pedestrian walkway 8 feet in width crossing the entire parcel in a westerly to easterly direction, being 8 feet in width and being described as follows: An easement 8 feet wide, being 4 feet on either side of a line commencing at a point on the western boundary of said parcel 4 feet north of the south west corner of said parcel for a PLACE OF BEGINNING; thence easterly parallel to the southern boundary 70 feet to a point; thence northeasterly to a point 20 feet north of said southern boundary; thence easterly parallel to the southern boundary to a point on the eastern boundary of said parcel, said last point being 20 feet north of the southern boundary of said parcel.

Purchase price: Fifteen Thousand (\$15,000) Dollars cash.

Terms: Cash on acceptance of offer by Ypsilanti City Council and delivery of Quit Claim Deed terminating said easement.

This offer is valid until MARCH 20, 2024

Dated: March 4th, 2024





REQUEST FOR LEGISLATION
March 19, 2024

For: Mayor and City Council

From: Bonnie Wessler, DPS Director

Subject: Resolution No. 2024-042, approving the proposal from DTE for the installation of streetlights on Washington St..

SUMMARY & BACKGROUND: The first block of North Washington has City-owned streetlights; these streetlights are inoperable due to underground wiring issues. Café (string) lights have been strung between the lights to provide lighting as an “interim” solution for some years now. At its February meeting, the DDA passed a resolution to pay to install standard DTE decorative streetlights, similar to those found elsewhere downtown, if the City will pick up the annual operating fee thenceforth. The DDA would be responsible for paying \$66,041 initially; the City would then pay approximately \$300 per year per fixture in operating costs thenceforth. These would be DTE “stock” fixtures and the City would not be obligated to buy and keep stock onhand.

RECOMMENDED ACTION: Approval

ATTACHMENTS: Proposal

2024 Goal Alignment:

- **Strategic Goal 1: Capital Improvements and revitalization of city-owned facilities and spaces.**
- Strategic Goal 2: Staff retention and creating greater efficiencies.
- Strategic Goal 3: Community Engagement
- **Strategic Goal 4: Community Development**
- **Strategic Goal 5: Infrastructure and investment**

- Strategic Goal 6: Financial Planning

RECOMMENDED ACTION:

ATTACHMENTS:

1. Resolution No 2024-042 lights
2. DTE_Redacted

CITY MANAGER APPROVAL:

COUNCIL AGENDA DATE: March 19, 2024

CITY MANAGER COMMENTS:

FISCAL SERVICES DIRECTOR APPROVAL:



RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

Whereas, the existing streetlights in the first block of North Washington have been in need in repair/replacement for some time;

Whereas, the DDA has indicated a willingness to absorb the initial capital costs of the improvement; and

WHEREAS, DTE has suitable stock fixtures for the location and provided a quote acceptable to the DDA and the City; and,

NOW THEREFORE BE IT RESOLVED THAT that the City of Ypsilanti approves the proposal from DTE for \$59,004.32 be paid from 101-7-4480-775-01;

AND FURTHER THAT staff is directed to invoice the DDA for the capital cost of \$66,041.60 into 101-4-4480-694-01;

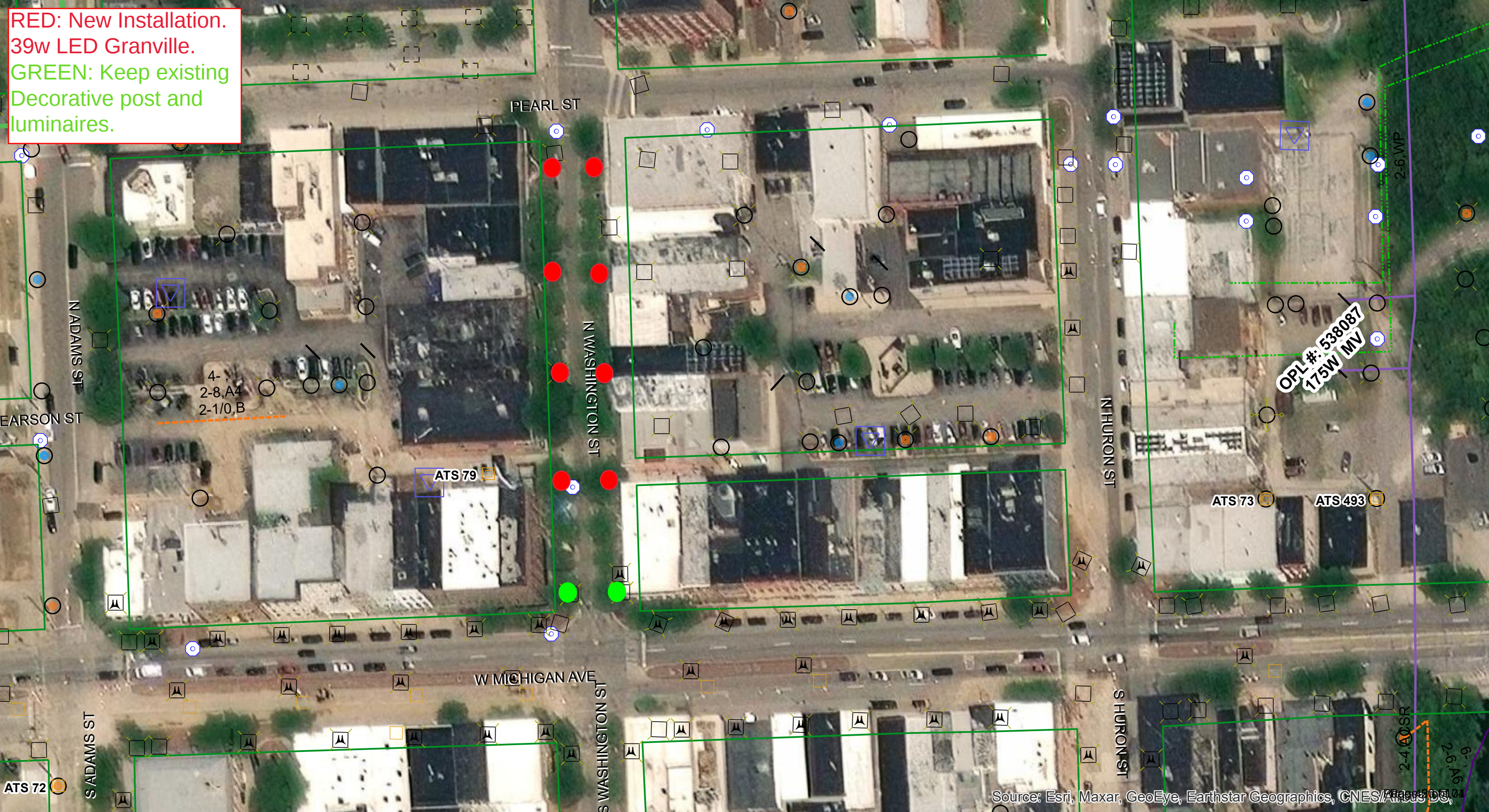
AND FURTHER THAT the budget be adjusted to reflect these changes.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

RED: New Installation.
39w LED Granville.
GREEN: Keep existing
Decorative post and
luminaires.





December 20, 2023

City of Ypsilanti
One South Huron St.
Ypsilanti, MI 48197
Bonnie Wessler

Re: Proposed Lighting: N. Washington

I have completed the review of your request for the proposed lighting and have prepared a cost estimate for the installation of eight (8) streetlights. I am proposing the installation of eight (8), stock, 12, black fiberglass posts on concrete foundations, and eight (8) stock 60w LED "Basic" Granville luminaires. Pricing below also includes the removal of existing private streetlights. Streetlights to be fed by underground cable.

The costs are based on the Option 1 Municipal Street Light rate, where DTE Energy installs, owns, and maintains the lighting system. The rate requires a portion of the construction costs be paid by the customer, which is determined by the following formula.

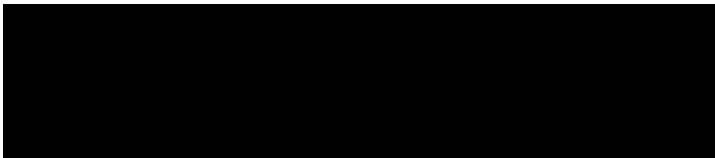
Option#1:

Underground fed (8) 60w Granville Acorn LED fixtures

Annual Operating Charges	\$2,345.76
Costs to Construct	\$66,041.60
3yr Revenue Credit	(\$7,037.28)
Contribution from the City of Ypsilanti	\$59,004.32

The price quoted shall be in effect for a period of six months from the date of this letter, after which these costs will no longer be valid. Payment of the customer contribution must be made prior to the actual start of construction.

Please contact me for a Street Lighting Purchase Agreement if you would like to proceed with the above installation.



Brandon R. Faron
Account Manager
Community Lighting



REQUEST FOR LEGISLATION
March 19, 2024

For: Mayor and City Council

From: Bonnie Wessler, DPS Director

Subject: Resolution No. 2024-043, awarding the City Hall elevator replacement contract to Schindler Elevator.

SUMMARY & BACKGROUND:

The City Hall elevator is in poor condition and requires significant capital maintenance and modernization, including a traction motor replacement and cab refresh. The City retained Lerch Bates in 2022 to develop the scope of work and bid documents, and put the project out to bid in February 2023. One bid was received from Schindler Elevator Corporation in the amount of \$435,927; this was recommended by Lerch Bates and staff and Council authorized staff to proceed with the contract in July 2023. It took some time to finalize the contract, during which time Schindler's initial general-work subcontractor concluded their involvement with the project. Schindler has secured a replacement general-work subcontractor, but due to the change and the intervening time, the cost has increased to \$499,656. This is a change of \$63,729, approximately 14.6%.

RECOMMENDED ACTION: Approval

ATTACHMENTS: Proposal

2024 Goal Alignment:

- **Strategic Goal 1: Capital Improvements and revitalization of City owned facilities and spaces.**
- Strategic Goal 2: Staff retention and creating greater efficiencies.
- Strategic Goal 3: Community Engagement
- Strategic Goal 4: Community Development
- **Strategic Goal 5: Infrastructure and investment**
- Strategic Goal 6: Financial Planning

RECOMMENDED ACTION:

ATTACHMENTS:

1. Resolution No 2024-043 Elevator
2. 20240223092357811
3. 20240223092405799

CITY MANAGER APPROVAL:

COUNCIL AGENDA DATE: March 19, 2024

CITY MANAGER COMMENTS:

FISCAL SERVICES DIRECTOR APPROVAL:



RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, funding has been programmed in the capital improvement fund for elevator modernization in City Hall in the City of Ypsilanti; and,

WHEREAS, the City of Ypsilanti has solicited sealed bids for the project; and,

WHEREAS, Schindler Elevator Corporation is the only qualified bidder and was recommended by the City's engineering consultant, Lerch Bates, for this project.

NOW THEREFORE BE IT RESOLVED THAT that the City of Ypsilanti awards the Elevator Modernization contract to Schindler Elevator Corporation for the revised bid amount of \$499,656,

FURTHER THAT the City Manager authorized to sign this contract, subject to review by the City Attorney, and any change orders are subject to review and approval by the City Manager to facilitate the completion of this work.

FURTHER THAT should the contract not be fully executed within thirty days of this authorization, the City will solicit bids once more.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

Schindler Elevator Corporation
3135 Pine Tree Road, Suite B
Lansing MI 48911-4242
(517) 272-1234 ext. 7



Schindler

Date: February 23, 2024

Attn: Ms. Bonnie Wessler

Project: Ypsilanti City Hall
Estimate Number: AMPI-CQ4QDG

Schindler Elevator Corporation is pleased to submit our proposal to Modernize One (1) Traction Elevator, located in the Ypsilanti City Hall Bldg, for the sum of **Four Hundred Ninety Nine Thousand, Six Hundred and Fifty-Six Dollars & 00/100. (\$499,656.00) including tax.**

The above proposal is based on furnishing Elevator equipment as Specified in Section 142200 pages 1-18 This bid includes elevator provisions described on pages of the specifications noted above, except for work noted below.

We offer our proposal with the following clarifications:

- 1) Schindler Elevator Corp. has a locally staffed office that will manage this project.
- 2) Installers/technicians used will be experienced with this type work and will work out of the local office.
- 3) Our Modernization Bid is based on reaching mutually agreeable terms and conditions through the use of a contract supplement. Standard Terms and Conditions are attached for your review.
- 4) Our Bid is based on a 40 hour straight time work week.
- 5) Our Bid is based upon a schedule that is agreed upon by both parties.
- 6) Our Bid takes exception to Liquidated Damages.
- 7) Our Bid takes exception to item # 1.6.B—barricading—due to the extremely small lobby area and doorway close to the elevator—permanent barricading would completely block off the adjacent doorway. This item will need to be discussed in more detail.
- 8) Our Bid is a "turn-key" project. Attachment I details the WBO Scope of Work included in our bid. Any other work would need to be negotiated.

Please note our price is valid for 90 days due to the volatility of carbon steel and specialty steel prices.

Respectfully submitted,

Schindler Elevator Corporation

Alan M. Pawlowski
Modernization Specialist



Schindler

PROJECT: Ypsilanti City Hall

DATE February 23, 2024

TERMS AND CONDITIONS

1. Agreeable terms of payment shall be established in accordance with an agreed upon payment schedule. Payment of at least 95% of the above sum is a condition precedent to equipment turnover. Use of the equipment for its intended purpose will constitute acceptance. If shipments are delayed for any cause beyond Schindler Elevator's control, payments will become due from the date we are prepared to make shipment and the equipment in question will be held at the Purchaser's risk and expense.
2. The price quoted is based upon all the work being performed during regular working hours of regular working days of the trades involved. If overtime is required, the additional price usually charged by Schindler Elevator will be added to the contract price named.
3. The equipment furnished hereunder remains personal property and Schindler Elevator will retain title thereto until final payment is made, with the right to retake possession of the same at the cost of the Purchaser if default is made in any of the payments, irrespective of the manner of attachment to the realty, the acceptance of notes, or the sale, mortgage or lease of the premises.
4. The completion of the work as covered by this proposal or acceptance thereof will constitute a waiver by the Purchaser of all claims for loss or damage due to delay. It is also understood and agreed that Schindler Elevator will not be liable for the condition, design, application or compliance with applicable codes of any equipment not furnished under this proposal or for the omission of any reserve the right to remove and retain all elevator/escalator/moving walk equipment and that has been replaced or new materials not used in construction.
5. Schindler Elevator reserves the right to furnish its most modern of equipment and no statements contained in this proposal make it obligatory for Schindler Elevator to furnish equipment, the design of which has been discontinued or supplanted by new standards.
6. All previous communication between the parties hereto, whether written or verbal, with reference to the subject matter of this proposal, is abrogated, and this proposal, when duly accepted and approved, constitutes the agreement between the parties hereto, and no modification of this proposal agreement will be binding upon the parties hereto, or either of them, unless such modification will be in writing, duly accepted by the Purchaser and approved by Schindler Elevator. The contract date will be the date of approval by Schindler Elevator.
7. The Purchaser will provide suitable connections from the power mains to the controller, together with any cutouts, line switches, phase reversal or lightning arrestors, etc., that may be necessary to meet the Purchaser's or local requirements.
8. Any changes in the building required to meet any local or state building or electrical codes will be made by the Purchaser. Any cutting or patching necessary for the installation of equipment furnished under this proposal will be done by the Purchaser. Schindler Elevator will not, under any circumstances, be liable for any redecorating that may be necessary upon the completion of its work.
9. It is expressly understood, in consideration of the performance of the service enumerated herein at the price stated, that nothing in this agreement will be construed to mean that Schindler Elevator will assume any liability on account of injury or damage to persons or property, except to the extent directly and solely due to the negligent acts or omissions of Schindler Elevator or its employees and that the Purchaser's responsibility for injury or damage to persons or property while riding on or being in or about the elevators, escalators or moving walks referred to is in no way affected by this agreement. Schindler Elevator will not be responsible or liable for any loss, damage, detention or delay caused by labor trouble, strikes, lockouts, fire, explosion, theft, lightning, windstorm, earthquake, floods, storms, riot, civil commotion, malicious mischief, embargoes, shortages of materials or workmen, unavailability of material from usual sources, government priorities or requests or demands of the National Defense Program, civil or military authority, war, insurrection, failure to act on the part of the Buyer's or Schindler Elevator's suppliers, orders or instructions of any federal, state or municipal government or any department or agency thereof, Act of God, or by any cause whatsoever beyond its reasonable control, and in any event Schindler Elevator will not be liable for indirect, special, liquidated or consequential damages. Dates for the performance or completion of work will be extended to the extent of such delays. No work or service other than that specifically mentioned herein is included or intended.



Schindler

10. Schindler Elevator guarantees that the equipment furnished hereunder will comply with the foregoing specifications and if promptly notified in writing will, at our expense, correct any defects in such equipment occurring within one year from the date of completion or acceptance, whichever occurs first, which are not due to ordinary wear and tear or to improper use, care or maintenance. The correction of such defects constitutes the limit of our responsibility. THERE ARE NO OTHER WARRANTIES OR GUARANTEES, EXPRESS OR IMPLIED, OTHER THAN OF
11. TITLE. The equipment installed under this proposal requires maintenance service, such as periodic examinations, lubrication and adjustment by competent elevator mechanics. Schindler Elevator's guarantee is not intended to supplant this normal servicing of the equipment and it is not to be construed that Schindler Elevator will provide free maintenance service of this type, except as may be provided under other provisions of the proposal, or that Schindler Elevator will correct, without charge, breakage, maladjustment or other troubles occurring as a result of improper or inadequate maintenance.
12. Schindler Elevator will defend any suit or proceeding brought against the Purchaser so far as based on a claim that any equipment, or any part thereof, furnished under this proposal constitutes an infringement of any patent of the United States, provided that such equipment or part is not supplied according to the Purchaser's design, and it is used as sold by Schindler Elevator, notified promptly in writing and given authority, information and assistance (at our expense) for the defense of same, and Schindler Elevator will pay all damages and costs awarded therein against the Purchaser. In case the said equipment or any part thereof is in such suit held to constitute infringement and the use of said equipment or part is enjoined, Schindler Elevator will at our own expense either: procure for Purchaser the right to continue using said equipment or part or replace same with non-infringing equipment; or, modify it so that it becomes non-infringing; or, remove said equipment and refund the purchase price and the transportation and installation costs thereof. The foregoing states Schindler Elevator's entire liability for patent infringement by said equipment or any part thereof.
13. Schindler Elevator will not be liable in contract, in tort (including negligence or strict liability) or otherwise for damage or loss of other property or equipment, loss of profits or revenue, loss of use of equipment or capital, claims of customers or for any special, indirect, consequential or liquidated damages whatsoever. Purchaser's remedies set forth herein are exclusive and Schindler Elevator's total cumulative liability with respect to this contract or anything done in connection therewith such as the performance or breach thereof will not exceed the price of the part upon which such liability is based.
14. The Purchaser warrants that the work site in the building does not contain any asbestos, asbestos-containing materials or airborne asbestos fiber. If Schindler Elevator, prior to or after commencing work at the site, has reasonable cause to believe that asbestos is present, Schindler Elevator may request the Purchaser to obtain bulk sample testing to confirm the presence of the substance. In the event that material-containing asbestos is confirmed, Schindler Elevator may at its sole option terminate the contract without further liability on its part, and the Purchaser will pay Schindler Elevator in full for all work completed up to the date of termination, Schindler Elevator will complete work under this contract if, within 30 days from Schindler Elevator's notification to the Purchaser of the presence of asbestos, the Purchaser has removed or contained the asbestos to the satisfaction of Schindler Elevator. Purchaser agrees to incur all costs connected with any special facilities, air-monitoring, testing or personal protection equipment which may be required under applicable laws to perform the work. Purchaser further agrees to defend, indemnify and hold harmless Schindler Elevator for any and all damages, claims, losses, costs, expenses (including legal and attorneys' fees) arising out of any claim for asbestos-related personal injury (including death, disease or sickness) or property damage.
15. The Purchaser agrees to accept in satisfaction of insurance requirements for this project Schindler Elevator's standard Certificate of Insurance. Schindler Elevator will not name additional insureds.
16. Partial waivers of lien for payments received by Schindler Elevator will be issued on a mutually agreeable form if the Purchaser so requests in writing. Schindler Elevator will issue a full waiver of lien on a mutually agreeable form after receipt of all monies to which it is entitled under this specification if the Purchaser so requests in writing.



Schindler

SCOPE OF WORK:

Elevator Pit

1. Demo existing lighting and receptacles.
2. (1) new 4' LED Light Fixture with switching. Includes using existing power source currently inside the elevator pit.
3. (1) new GFCI receptacle. Includes using existing power source currently inside the elevator pit.
4. Building engineer indicated existing drain at elevator pit is functional. No work to drain or inclusion of a sump pump system.

Hoist Way

1. 8 hours of patching hoist way walls. Assumes working from top of car, car operated by Schindler.

Elevator Machine Room

1. (1) New elevator machine room door to roof with self-closing, self-locking functionality. Custom size to utilize existing masonry opening.
2. (2) new 4' LED Light fixtures at passenger machine room.
3. (1) GFCI receptacle swap out at passenger machine room.
4. (1) new Heavy Duty disconnects for main power. Utilize existing power feed and provide new ground wire to grounding point within 25 feet.
5. (1) new cab light disconnects.
6. (1) new ductless split unit with condenser on the roof immediately adjacent to machine room.
7. (1) new ductless split power feed. Run feed from existing panel at the addition and extend pipe and wire up to machine room. Assumes feed can run exposed and finish work is not included at this time.
8. 8 Hours of machine room walls, floor, ceiling interior patching.
9. Box in (1) existing roof conductor.
10. Paint Machine room interior walls, floors, ceiling.
11. Remove and replace closer at existing machine room door at the bottom of the ladder.
12. (1) insulate and cover existing machine room window opening with sheet metal on the interior. No work to exterior included at this time.

Fire Sprinklers

1. No work included.

Fire Alarm

1. One new fire alarm system for elevator only. Shop drawings, programming and daytime inspections are included. Off hours testing and inspections included.
2. Includes the following new devices: (1) new smoke detectors at each new stop for a total of (5), (1) smoke detector and strobe at the machine room, (1) set of modules at the machine room.
3. Connection of phone lines by others.

Stops

1. Prep and paint entrance sills only.

SECTION 003100

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SECTION 003100 –
QUOTATION FORM

DATE: 3/28/2023

PROJECT: YPSILANTI CITY HALL

SUBMITTED BY: Schindler Elevator Corporation
Name of CONTRACTOR

Alan Pawlowski 517-719-5518
CONTRACTOR'S Representative Telephone Number

3135 Pine Tree Rd, Suite B
Street Address

Lansing MI 48911
City State Zip Code

Send or Deliver
Quotation To: Attn: Bonnie Wessler
Director, Department of Public Services
1 South Huron St.
Ypsilanti, MI 48197

PART 1 - GENERAL

1.1 CONTRACTOR'S BASE QUOTATION

- A. Having examined documents prepared by Lerch Bates Inc. dated February 3, 2023, and having reviewed site conditions, applicable codes and all conditions affecting and governing the work, the Undersigned Contractor hereby offers to provide all engineering, labor, materials, transportation, services and equipment necessary and incidental to properly execute required work of the Contract Documents for the sum of:

ITEM 1: Modernize Passenger Elevator #1, Section 142200:

352,941

Three Hundred Forty-Six Thousand Nine Hundred & Thirty Seven dollars

~~\$346,937.00~~

ITEM 2: Related Work, Section 019000:

146,986

Eight-Eight Thousand Nine Hundred and Ninety dollars

~~\$88,990.00~~

ITEM 3: Total of Items 1-2:

499,927

Four Hundred Thirty-Five Thousand Nine Hundred & Twenty Seven dollars

~~\$435,927.00~~

B. Maintenance:

1. Twelve-Month Warranty Preventive Maintenance: Amount included in base quotation Item A. above.

Total Included in Item A. \$5,592.00

Passenger Elevator #1: \$466.00/Month

NOTE: Purchaser reserves the right to pay warranty maintenance cost in a lump sum or on a monthly basis during period maintenance is actually performed.

- C. Enter a cost figure for all pricing requested. Failure to comply, subjects quotation to disqualification.
- D. Undersigned affirms that quotations provided represent entire cost including site conditions, code requirements, drawings, specifications, addenda, and any other Contract Documents, and no claim will be made due to any increase in wage scales, material prices, taxes, insurance, cost indexes or any other factors affecting the construction industry or this project except as expressly allowed in Owner's maintenance contract.

1.2 ADDENDA

- A. Undersigned acknowledges receipt of Addendum No. 1.

1.3 BREAKOUT PRICES

- A. Labor and Material Adjustment:

Mechanic Labor Rate, Including Fringe
Benefits Applicable, Consisting of:

Total Rate: \$234.88

Date: 2023

Base Rate: \$136.40

Fringe: \$98.48

U.S. Metal Products Index:

Index: \$NA Date: NA

1. "Fringe benefits" means employee benefits granted in lieu of or in addition to hourly base rate increases, and include but are not limited to, accruals for pensions, vacations, paid holidays, group life, sickness, and hospitalization insurance. Fringe benefits shall not include any direct or indirect costs based on labor.
2. Price escalations shall be limited to a maximum of 5% over the current price in any one-year period.
3. Contractor shall provide written notification of pending price adjustment as described above within thirty days of each Anniversary Date. If Contractor fails to give such written notice, the Agreement Price for the ensuing year shall be deemed to be the prior year's Agreement price. The below rates may be adjusted by written notice to Owner proportionally to the increase or decrease in the straight time hourly rates as set forth in Lerch Bates Maintenance Specification. Such adjustments shall not exceed 5% in any one-year period.

BILLING RATE	MECHANIC	HELPER	TEAM
Regular Time	\$234.88	\$209.24	\$444.12
Overtime Premium at 1.7	\$NA	\$NA	\$NA
Overtime Premium at 2.0	\$409.96	\$354.64	\$764.60

1.4 CONTRACTOR'S OTHER SUPPORTING ENCLOSURES

- A. Undersigned has enclosed the following (Check YES or NO):
1. Separate letter containing any "Qualification" related to its Quotation. XX YES ☐ NO

1.5 PROPOSED MODERNIZATION INSTALLATION SCHEDULE

- A. Undersigned contractor submits the following completion schedule for project. Bidders are instructed to add additional rows to the following schedule grid to accommodate job specific phasing.

PHASE	DESCRIPTION	DURATION
1	Engineering Surveys	4 weeks
2	Submittal Preparation	4-6 weeks
3	Client Approval Period	4 weeks
4	Engineering, Procurement and Fabrication	20-24 weeks****
5	Mod Installation: Cars #1	12 weeks
6	Total Project Duration	50 weeks

1.6 CONTRACTOR PROPOSED MODERNIZATION COMPONENTS AND TECHNOLOGY

- A. Undersigned Contractor will utilize the following modernization technology for the projects and submits these systems for approval. Upon acceptance of these systems by Purchaser/Consultant, no substitutions shall be made without written approval of Consultant.

******After Fully Executed contract, receipt of down-payment and approved submittals.**

Modernization Systems and Components	Proposed Model Description/Vendor
Machine	H-W 54
Control	SmartRise ELEVATOR CONTROLS
Door Operator	GAL--MOVFR
Infrared Door Edge	Janus
Fixtures	MAD
Governor	H-W
Cab Interiors	Fab-a-Cab
Door Panels	Peele

1.7 CONTRACTOR'S LIST OF SUBCONTRACTORS

- A. The undersigned Contractor will utilize the following subcontractors for major components of work and submits these firms for approval. Upon acceptance of these Sub-Contractors by Purchaser/Consultant, no substitutions shall be made without written approval of Consultant.

Subcontractor Name	Type of Work
Lovell Construction Roy Co	"Building Work"—See Attachment I
JJ Curran Crane	Crane

1.8 SUBMISSION AND ACCEPTANCE OF QUOTATIONS

- A. Undersigned Contractor agrees to Purchaser's right to reject any and all quotations without explanation.
- B. Undersigned Contractor declares that preparation and submission of quotations herein contained do not obligate Purchaser or Consultant in any way.
- C. Undersigned Contractor agrees and understands that Purchaser assumes no obligation to enter into a Contract.

1.9 ALTERNATES

- A. State net sum to be added to or deducted from Stipulated Sum (Base Quotation) in event any Alternate Quotation is accepted.
- B. Submit Alternate Quotations by filling in blank spaces provided herein.
- C. Purchaser reserves right to accept or reject any or all Alternates.

D. Provide lump sum price for all alternates as described below and in Section 01030, Alternates.

ALTERNATE 1: Geared to Gearless conversion.

..... dollars \$NA

Schedule Impact: NA

1.10 CONTRACTOR SIGNATURE

DATE: 3/28/2023

SIGNED: 

PRINT NAME: Alan Pawlowski

TITLE: Modernization Specialist

NAME OF FIRM: Schindler Elevator Corporation

STATE LICENSE No: 2100130

LEGAL ADDRESS:

3135 Pine Tree Rd

Suite B

Lansing MI

48911

TELEPHONE: 517-272-1234

ORGANIZED AS A (MARK ONE):

☐ INDIVIDUAL

☐ PARTNERSHIP

☒ XX CORPORATION UNDER STATE LAW OF

Delaware

END OF SECTION



Resolution No. 2024-044
March 19, 2024

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>
Erik McCleary 610 W. Michigan Ave #2 Ypsilanti, MI 48197	Sustainability	5/1/2027

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

Print**Citizen Advisory Boards and Commissions Participation Resume - Submission #6362****Date Submitted: 1/30/2024**

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*

Erik McCleary

Email Address*

mcclearyerik@gmail.com

Address*

610 W Michigan Ave. Apt. 2

City*

Ypsilanti

State*

MI

Zip Code*

48197

Phone Number*

6149290235

Number of Years in the Community*

1.5

Ward You Live In

1

Education

B.S. Political Science

Occupation

Community Organizer

Employer

Clean Water Action

Are you applying for youth membership?

Three Commission Allow Youth Membership (Sustainability, Arts and Parks, Police Advisory & Human Relations)

☐ Yes☒ No**Are you registered to vote in the City of Ypsilanti?**☒ Yes☐ No**I would like to be considered and could devote sufficient time to serve on the following board or commission:**

- ☐ Review and Tax Assessment Board
- ☐ Board of Ethics
- ☐ Fire Civil Service Commission
- ☐ YCUA
- ☐ Ypsilanti Downtown Development Authority
- ☐ Economic Development Corporation/Brownfield Redevelopment Authority
- ☐ Historic District Commission

- ☐ Ypsilanti Housing Commission
- ☐ Human Relations Commission
- ☐ Planning Commission
- ☐ Non-motorized Advisory Committee
- ☐ Zoning Board of Appeals
- ☐ Dangerous Buildings Officer

- ☐ Arts and Parks Commission
- ☐ Ann Arbor Area Transit Authority
- ☐ Police and Fire Pension Board
- ☐ Huron River Watershed Council
- ☒ Sustainability Commission
- ☐ Police Advisory Commission

Party Affiliation



If you are applying to serve on the Ethics Board or the Fire Civil Service Commission please provide your political affiliation

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

I'm growing to love the city of Ypsilanti and I want to be sure that this city moves forward in the climate transition

**Work/volunteer experience related to the board or commission:**

program organizer with Clean Water Action



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



Resolution No. 2024-045
March 19, 2024

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

THAT, the following **Non-Residents** be appointed to the City of Ypsilanti Boards and Commissions as indicated below:

<u>Name</u>	<u>Board</u>	<u>Expiration</u>
Paula Sizemore 1753 Knollbend Superior Twp, MI 48198	Sustainability	5/1/2027

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

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	Paula Sizemore
Email Address	
Address	1753 Knollwood Bend
City	Superior Twp
State	MI
Zip Code	48198
Phone Number	
Number of Years in the Community	8 years
Ward You Live In	Field not completed.
Education	BS (Earth Science, Physical, Life), MA (Diversity, Multiculturalism)
Occupation	Ecojustice Consultant
Employer	SEMIS Coalition
Are you applying for youth membership?	No

Are you registered to vote in the City of Ypsilanti?	No
I would like to be considered and could devote sufficient time to serve on the following board or commission:	Sustainability Commission
Party Affiliation	<i>Field not completed.</i>
	<i>Field not completed.</i>
Why are you interested in serving on these boards/commissions?	As a (former) teacher with Ypsilanti Community Schools, I partnered with SEMIS Coalition (Huron River Watershed Council, Washtenaw County Water Resources) to increase climate change awareness, and engage students in understanding how to use biomimicry to mitigate pooling problems on school campus, improve air quality and protect stormwater.
Work/volunteer experience related to the board or commission:	I am a member/presenter of the Michigan Alliance for Outdoor Educators, served as advisory member of University of Michigan Natural History Museum, and served as science department head, Ypsilanti Community Schools Foundation Board member, SEMIS Coalition Teacher Advisory Board, as well as board member religious organizations. I have worked closely to support YCS Facilities mission, vision for sustainable school campuses, and stormwater management for seven years. I am an advocate for increasing development of green STEM careers in Ypsilanti and Washtenaw Counties, to support and sustain sustainability initiatives.
I understand that appointment to a City of Ypsilanti board or commission requires regular attendance at board meetings.	Yes
I hereby certify that all of the information above is true.	Yes

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



RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS; pretext stops can be used by an officer to uncover evidence that a civilian is carrying drugs or other contraband; and

WHEREAS; the Washtenaw County Prosecutors Office will not bring to trial cases that resulted in pretext stops; and

WHEREAS, the City of Ypsilanti wants to ensure justice is dispensed even handedly; and

WHEREAS; during their February 22, 2024 meeting The Police Advisory Commission passed Resolution No. 2024-001 requesting that City Council change policy regarding pretext stops; and

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Ypsilanti ban or curtail traffic stops based on the following infractions in the City of Ypsilanti, conducted by Ypsilanti Police Department:

1. Cracked or chipped windshield
2. Loud exhaust
3. Tinted windows
4. Object hanging from rearview mirror, unless the officer has a good faith belief that the object creates an unsafe vision obstruction.
5. Cracked, broken or burned-out tail lamp where at least one tail lamp remains functional and properly illuminated
6. Registration plate lighting violations
7. Registration plate violations regarding plate height or attachment as described in MCL 257.225, as amended
8. Location of registration sticker
9. Location of temporary or paper registration plate, so long as it remains clearly visible from the rear of the vehicle
10. Registration expired less than 60 days prior to the date the officer observed the vehicle.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:



OFFICE OF COMMUNITY &
ECONOMIC DEVELOPMENT

Collaborative solutions for a promising future

Washtenaw County Brownfield Redevelopment Authority

Act 381 Brownfield Act Amendments – Affordable Housing Financing

March 19, 2024

Nathan Voght, AICP

City of Ypsilanti City Council

Background

- County Board of Commissioners formed the Brownfield Authority in 1999 under Act 381, Brownfield Redevelopment Financing Act
- 23 Local Units of Government participate in County (regional) Authority
- Brownfield Authority is 9 member County Board, with BOC Liaison
- About 25 Brownfield Plans approved (5 under construction)
- City of Ypsilanti Brownfield Projects: Peninsular Paper, Mellencamp Building, Thompson Block, Water Street, Dorsey Estates, 206-210 N. Washington, 2 W. Michigan



County Grants/Loans Awarded

- \$240,000 grant, Water Street, Remediation of Border to Border trail
- \$1,000,000 Grant/Loan, Dorsey Estates
- \$40,000, 2 W. Michigan, Assessment
- \$15,000, Penn Dam, Assessment
- \$15,000, 651 Rice Street, Assessment
- \$15,000, 20 N. Adams, Assessment
- \$ 1,250, 300 W. Michigan, Assessment
- \$15,000, 124/6 Pearl St., Assessment
- \$ 5,000, 14 W. Forest, Assessment
- \$23,000, 206-210 N. Washington, Assessment

Purpose of Brownfield Act

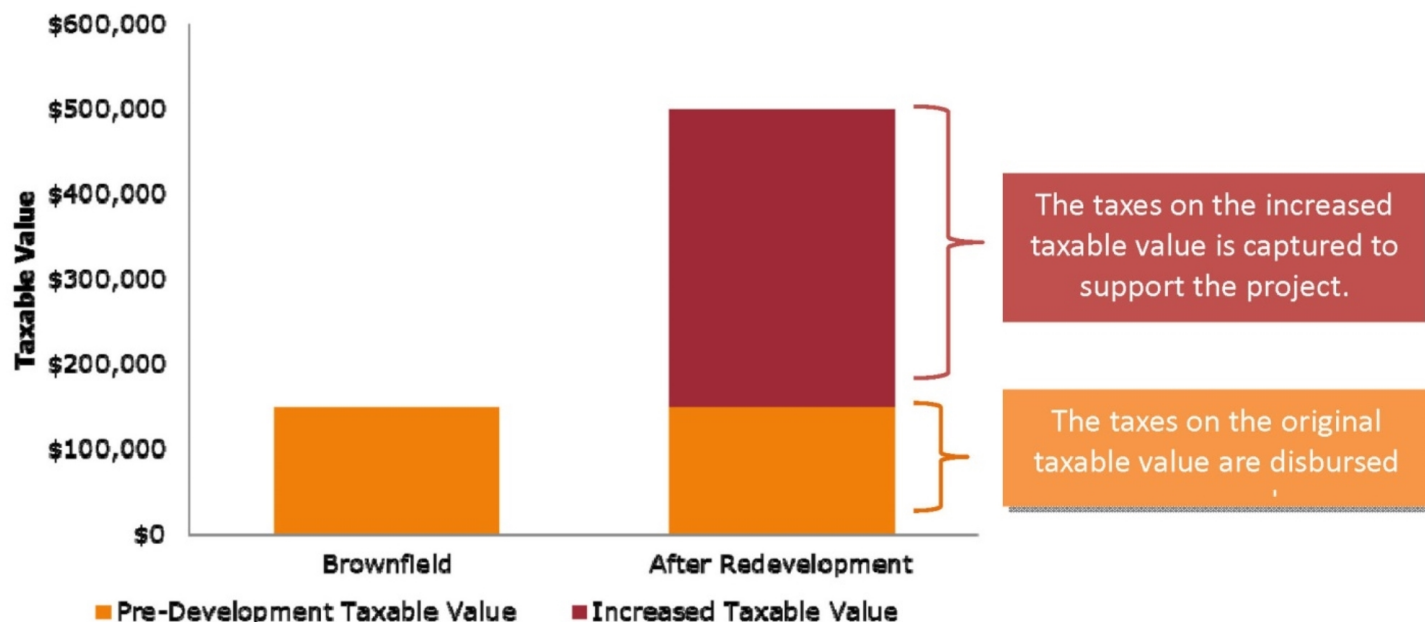
- “Level the playing field” between Greenfield sites and Brownfield sites by funding activities that directly address brownfield conditions
- Provide a financing mechanism (TIF) for extraordinary brownfield-related costs
- Encourage/facilitate “Infill” redevelopment of brownfield sites by directly addressing excess costs typical with urban infill (previously developed) sites, for Core Communities only - Cities of Ann Arbor and Ypsilanti
- **NEW: Support/Finance Affordable Housing Developments/units for families/individuals earning 120% AMI or less, and market rate developments**

Site Eligibility

- FACILITY: Any site that has confirmed contaminant the exceeds the Part 201 Criteria of the Natural Resources and Environmental Protection Act (Act 451, State of Michigan)
- FUNCTIONALLY OBSOLETE: The building no longer is adequate or suitable for its intended use (i.e. The Pearl)
- BLIGHTED: The site is an attractive nuisance and dangerous to the neighborhood
- HISTORIC: A site designated under a Local Historic Preservation Ordinance, OR designated on the National Register of Historic Places, as a contributing resource in a district, or the building, itself
- Transit Oriented Facility or Development: This eligibility has not been used, but is an opportunity
- **NEW: Housing Property (Defined broadly and may, or may not, include affordable housing)**

Primary Tool: Tax Increment Financing with a Brownfield Plan

- “Brownfield Plan” uses TIF to reimburse developer for Eligible Environmental and Non-Environmental activities (and now Affordable Housing subsidies, and/or certain activities supporting any housing development). Tax Increment Revenue is generated from the increase (incremental) taxes paid on the improved property.



Environmental Activities (EGLE Review Agency)

- Environmental Investigations
- Contaminated soil excavation and disposal
- Treatment of contaminated groundwater
- Demolition of buildings over contaminated soil excavation areas
- Asbestos, Lead, Hazardous Material abatement prior to demolition
- Due Care activities to protect public health, i.e.
 - Vapor Intrusion Mitigation systems to prevent indoor air impacts
 - Clean fill covering areas where “direct contact” to contaminated soil is a concern
- Removal of underground storage tanks
- Up to 5% Interest on unreimbursed Eligible Activities



Non-Environmental Activities

(Only Core Communities - MEDC Review Agency)

- Public sewer/water utilities, sewer/water, that serve the development
- Innovative stormwater management, including underground stormwater detention, rain gardens, bioswales, infiltration trenches, etc. (Anything identified in the 2008 SEMCOG Low Impact Design Manual)
- Streetscape enhancements within public rights-of-way
- Special Foundations required to address unsuitable soils (urban fill), or required to address tight urban conditions
- Public OR Private Parking Decks
- Relocation of utility services
- Demolition of buildings that are NOT required to conduct environmental clean-up
- Site Demolition, which is removal of features from a site left over from previous development, old pavement, curbing, abandoned utilities, basements, foundations, etc.
- Architectural/Engineering Design costs associated with all the above
- Up to 5% Interest on unreimbursed Eligible Activities
- Affordable Housing – MSHDA REVIEWS

Housing Development Activities (MSHDA Review Agency)

- Public Infrastructure and Necessary Safety Improvements
- Acquisition costs of blighted or obsolete rental units
- Demolition, renovation and site preparation
- Costs to relocate qualified households for up to a year

(NOTE: ALL of these activities are available, whether a "Core" community or not)



Brownfield Plan Details

- Brownfield Plan approved by Local Unit to secure capture of Local Millages
- Act 381 Work Plan approved by State EGLE and MEDC for Environmental/Non-Environmental Activities to secure capture of State School Taxes,
- **NEW: MSHDA Approves Housing Development Work Plans**
- All non-debt millages are collected equally, by Statute
- No “opt-out” provision in Act 381 for taxing jurisdictions
- Overlapping TIF districts are in primary position to capture Tax Increment first (usually DDAs). Interlocal Agreement required to forego capture for brownfield use



MSHDA Housing Amendment

- ✓ On July 18, 2023, legislation was signed to amend 1996 Public Act 381, the Brownfield Redevelopment Financing Act
- ✓ Gives MSHDA new review, oversight, and funding roles for Tax Increment Financing for housing development projects.
 - Project must serve 120% or less Area Median Income Households



MSHDA established acronym: Housing Tax Increment Financing (HTIF)

Eligible Property

“Housing Property” now qualifies as “eligible property” under Act 381



Housing property" means 1 or more of the following:

- (i) A property in which 1 or more units of residential housing are proposed to be constructed, rehabilitated, or otherwise designed to be used as a dwelling.
- (ii) One or more units of residential housing proposed to be constructed or rehabilitated and located in a mixed-use project.

MSHDA Drafted Reasonableness Calculation

MSHDA is required under the statute to determine if requested activities are reasonable

- ✓ MSHDA developed a **Potential Rent Loss (PRL)**, **Potential Development Loss (PDL)** and **Total Housing Subsidy (THS) Calculations** for a basis of reasonableness
- ✓ Goal of the calculation is to **determine the difference between the market rate and affordable rents** or sale pricing
 - For rent product Utilizes the HUD Fair Market Rent (FMR) published by County and HUD established affordable rental rates by unit type to establish a “Control Rent” i.e. market rate
 - **“Control Rent” – Project Rent (120% AMI rates or less) = Potential Rent Loss (PRL)**
 - For sale product determines affordable mortgage based on Area Median Income (AMI)
 - The monthly mortgage payment should not be more than 30% of the 120% AMI
 - **Development Cost Per SQFT – Affordable Mortgage Amount = Potential Development Loss (PDL)**
 - THS = sum of all PRL and PDL by unit type
- ✓ The full outline of calculations can be found on [MSHDA's website](#).
- ✓ AMI and FMR Rates should be taken from [HUD](#)

MSHDA Housing TIF Procedures (Same as BF Plans)

- ✓ **LUGs** must hold a public hearing before approving a brownfield plan and notify MSHDA at least 10 days before the hearing
 - 30 days notice for combined plans
- ✓ Reimbursement agreement must include a summary of the BRA's proposed income and price monitoring responsibilities and related expense
 - Cost to implement is an eligible expense – increased from \$30,000 to \$50,000
 - MSHDA expectations on this need to be verified
- ✓ **Work Plan Submittal: MSHDA** has 60 days to review and make recommendation (approval, conditional approval, denial)
- ✓ **BRA Reporting to MSHDA** will have to include
 - The number of housing units produced.
 - The number of income qualified purchaser households served.
 - The number of income qualified renting households served.
 - For the initial reporting period only, the prices at which the units were sold or rented.
- ✓ **State Brownfield Fund** will apply under housing development plans

Additional Considerations

- ✓ Interest – MSHDA intends to allow interest based on higher interest rates than what is typically accepted by MEDC/MSF/EGLE – particularly within circumstances where they are bonding or loaning on the TIF
- ✓ While MSF can approve plans administratively that capture up to \$1M in TIF; plans that include housing development activities are excluded from this
- ✓ MSHDA has set aside \$20 million as a starting point to loan or bond on HTIF projects; using tax increment revenues for repayment
- ✓ Additional Eligible Activities may include solar and geo-thermal (currently not allowed by MEDC)



Additional Noteworthy Amendments

Up to \$250,000 in revenue captured from school operating taxes could be used for asbestos, mold, lead, and building hazardous materials abatement and demolition BEFORE a work plan or is approved, if costs were incurred by a person other than the BRA.

An increase in the annual BRA capture allowed for administrative costs, based on number of plans.

The incremental payment in lieu of taxes on properties (i.e., above base taxes) are now eligible for TIF Capture

“Blighted” property now includes “previously developed property” owned by the state or a municipality (Township, Village, City, County)

- ***Previously developed property:*** property that was a part of an existing developed residential, commercial, or industrial zone that contained a structure serviced by utilities, or property formerly used as a dump, landfill, or other area filled with nonnative material.

MSHDA's Status

Updates from MSHDA will be posted on their website:

<https://www.michigan.gov/mshda/developers/tax-increment-financing-tif>



Current Points of Discussion at Local Level

- What AMI level is appropriate to support? (60% AMI may result in too much subsidy required given available capture, depending on jurisdiction)
- The MSHDA formula is a guide, and statewide, and not a good fit for Washtenaw County market
- MSHDA requires affordability period to be at least as long as the TIF reimbursement period, but should it be longer?
- How will annual tenant eligibility and income monitoring be performed and reported to the Authority?
- Potential use of Infrastructure and Site Preparation and other "Non-Environmental" activities could be a significant tool for non-Core Communities (i.e. any community except Cities of Ann Arbor and Ypsilanti).
- Amendments allow Infrastructure, Site Preparation, Demolition, etc. activities for market rate housing developments. The intent appears to support the increase in supply of new housing. A financial gap must still be demonstrated. In today's construction conditions (high interest and construction costs), this tool may be useful.



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Clerk Interview Notes

Name: _____

Competency Areas:

Election Experience:

Supervisory Experience:

Proactive in Communication and Action:

Customer Service:

Budget Responsibilities:

Administrative Experience:

Project Management:

Municipal Experience:

Overall Ranking: 1 (no experience), 2 (less experience), 3 (some experience), 4 (experienced), 5 (very experienced)

Additional Comments:



2023 Annual Report Historic District Commission and Historic Preservation Program Ypsilanti, Michigan

INTRODUCTION

The Historic District Commission of the City of Ypsilanti is governed by the Michigan Local Historic Districts Act, State of Michigan Public Act 169 of 1970 as amended, and by Chapter 54 of the City of Ypsilanti Code of Ordinances. The Commission works to safeguard locally designated historic resources through review of exterior changes. City staff works on a broader historic preservation program that aims to recognize significant historic resources across the city.

MEMBERSHIP

Alex Pettit, Chair
James Chesnut, Vice Chair
James Ratzlaff
Stefan Szumko

Delrhea Byrge
Hannah McCready
John Van Bolt

COMMISSION AND STAFF

According to Sec. 54-32 of the City's Historical Preservation Ordinance, Historic preservation is declared to be a public purpose with numerous community benefits. The Historic District Commission (HDC) has several responsibilities, but chiefly, it serves as the quasi-judicial body that ensures exterior alterations of historic properties meet the Secretary of the Interior Standards for Rehabilitation and local Design Criteria to protect the historic integrity of the district for future generations.

The HDC is comprised of seven members, including at least one architect or building/conservation expert, and two residents of the historic district. Preservation Planner Ellen Thackery began with the City in February 2022 and served in that role throughout 2023.

The turnaround time for most applications was about two weeks from submission to approval. Potential applicants are encouraged to bring projects to the HDC as study items before formal submission of an application. The study item allows the HDC to provide feedback to property owners at a conceptual stage, clarifying expectations and allowing for a more predictable final review.

INITIATIVES

State Historic Rehabilitation Tax Credit

In 2022, the state reinstituted the historic rehab tax credit that allows up to 25% of eligible expenditures to be returned to the property owner in the form of a state income tax credit that can be carried forward up to 10 years. In June 2023, the preservation planner facilitated a webinar about the program, architect Mara Lancaster presented, and we recorded the presentation for later viewing on demand. At year's end, 87 people had viewed the program, and we had had about 30 attendees online live. The preservation planner hand delivered postcards about the program in the district and mailed the postcards to the larger National Register district. Information about the program is also available on the historic district's webpage (<https://cityofypsilanti.com/263/Historic-District>).

Commissioner Training

Two new residents joined the commission in 2023, and both were given an orientation to the commission and a training on preservation law and the Secretary of the Interior's Standards for Rehabilitation. Several commissioners attended an NAPC Historic District Commission training and a few of us attended the NAPC summer short course as well.

Resurveying the Historic District

In the 2021 update to the City's Master Plan, resurveying the historic district was established as a goal, because the guiding documents for the local historic district from the 1970s and 1980s are no longer sufficient. Updated documents would help property owners and the city make the best decisions for the preservation of Ypsilanti's most historic resources. The preservation planner submitted a grant application for a resurvey grant through the Certified Local Government grant program in February 2023, and the application was successful. The resurvey work will take place throughout 2024 and will conclude by the end of August 2025.

Old House Ypsi

In November 2022, the City hosted the inaugural Old House Ypsi. The day's presentations educated about old building energy efficiency, window repair, and research shortcuts for your old house. The event was successful and about 50 people attended from all over the city and the larger region. The event was *not* just for local historic district residents and property owners. Many people expressed interest in continuing the event.

Demolition by Neglect in the Historic District

In 2018, the HDC reviewed and made the determination that three properties in the historic district were in danger of demolition by neglect: 302 E Cross, 206-210 N Washington and 401 E Forest. Work to resolve the condition issues of those properties has made some progress.

302 E Cross: In 2021, the HDC authorized the city to take legal action with the owner of 302 E Cross to have the building repaired and secured. In 2022, the property owner was issued citations and entered into the administrative hearings process with monthly fines. The owner sold the house in 2023 and the preservation planner contacted the new owner in early 2024 to discuss the plan for the house's rehabilitation.

206-210 N Washington: The property at 206-210 N Washington was acquired by the City through foreclosure. The City is working on its redevelopment, which will ultimately resolve the case of demolition by neglect. The preservation planner arranged for more secure boarding of the building in December 2023.

401 E Forest: Staff believes the demolition by neglect issue has likely been resolved (the preservation planner will confirm this), but there are still several property maintenance code violations that were outstanding as of December 2023. These were yard waste and improper vehicle storage violations, but, importantly, not about the house itself.

APPLICATIONS

If 2018 and 2019 are considered typical years for application submissions, 2023's application submissions were about 14% lower than typical. The number of applications and actions taken in 2023 is depicted in the table below.

Historic District Commission Actions, 2018-2023

	2018	2019	2020	2021	2022	2023
Approved as submitted	68	60	43	42	65	49.5
Approved with modifications	11	13	4	4	2	3
Approved administratively	27	44	32	31	29	48
Amended applications	5	3	1	0	3	2
Denied: lack of information	1	0	0	0	0	
Denied: inappropriate	3	3	3	6	2	1
Pending at year end	1	0	0	0	2	1.5
Notice to Proceed	5	7	7	3	2	1
Total Applications	124	125	90	86	108	106
Study Items	41	35	12	16	26	8

The most commonly proposed projects were roofs (23 of the total applications), many of which were approved administratively. The second most common item was paint (12 paint jobs were proposed and all were approved administratively, but some of the proposed paint jobs were also part of other applications).

MAJOR PROJECTS in the HISTORIC DISTRICT

New Construction

The proposed housing development to replace the burned building at 206-210 N Washington was studied by the commission but the final proposed design has not been submitted to the commission yet.

Demolitions

No major demolitions were completed in 2022. Demolition of a nonhistoric carport was approved.

Appeals

None.

LOOKING FORWARD

There are a number of goals accomplished in 2023 and several to look forward to in 2024 and beyond.

Goals

One goal that had been identified for 2023 was to continue to promote the state historic rehab tax credit and to facilitate a related event in 2023.

Progress: The preservation planner facilitated an educational webinar about the state historic tax credits in 2023 and will continue to promote the credit in 2024.

In 2021, the then-preservation planner mentioned that he hoped to “investigate the creation of a historic district study committee to update the current district [report] to address boundaries that do not conform to parcel lines, an updated period of significance, and updated contributing/non-contributing resources list. The size of Ypsilanti’s historic district and the timelines laid out in Michigan law make the update a challenge. Staff hopes a phased approach can be reached, coordinating the project with SHPO.” Progress: The current planner agrees that the historic district study committee report from 1972 needs to be updated and believes that access to an updated survey that complies with modern standards will greatly improve the efficiency of that report-updating effort. Staff sought a grant for a resurvey, and that grant was awarded in 2023. Once that survey is complete, staff is hopeful that this study committee report update could move forward.

In 2018, Ypsilanti had its Certified Local Government evaluation and several goals were established in that evaluation:

- new design guidelines as applicable,
- continued survey of undesignated historic resources, and
- education opportunities.

Progress:

- New design guidelines: The *Historic District Fact Sheets* comprise the design guidelines for the district. The preservation planner and the historic district

- commission have identified a couple *Fact Sheets* that could be clarified/updated, including "Signs and Awnings" and "Historic District General Information."
- Survey of undesignated resources: researching and recognizing undesignated places of significance, especially places of significance to underrepresented communities, is crucially important work. Due to capacity constraints, the preservation planner is focusing on the citywide and departmental goal of resurveying the historic district in 2024 and into 2025. Once that resurvey is complete and the study committee report is updated, staff will focus on surveying undesignated resources.
 - Educational opportunities: Old House Ypsi was a successful educational event that the city and the historic district commission facilitated in 2023. The tax credit webinar was educational as well.

Staff sees a need to better track enforcement issues in the district. Checking on issues, confirming that completed work matches approved work, and tracking the status of active cases are all enforcement-related tasks that staff sees a need to systematize going forward. Staff also intends to reinstitute the practice of new owner outreach in the district. On a quarterly basis, staff will run a report from the assessment database showing new owners that quarter, and those new owners will receive a welcome to the historic district information packet and letter. That practice was completed by the former preservation planner but was stopped in 2022, and staff intends to reinstitute that practice for 2024.

The planning department staff has also begun to look at how to inventory and digitize our City's public records. That will be a long-term department goal starting in 2024.

SUMMARY

2023 marked the 45th anniversary of Ypsilanti's local historic district. In 2023, similar to the previous year, we saw the numbers of applications for work in the local historic district inching back toward pre-pandemic levels. In 2023, almost half of the submitted applications received administrative approval, which means that these applications weren't reviewed by the historic district commission but by the staff on behalf of the commission, maximizing efficiency.

In 2023, there was a concerted outreach effort to old building owners, both in and outside of the district. The preservation planner made a special effort to reach beyond the local historic district to promote both the state historic rehabilitation tax credit and Old House Ypsi. (The state tax credit is available for contributing properties in the National Register district as well as in the local district.)

The resurvey, funded by a Certified Local Government grant and kicking off in early 2024, will be integral to safeguarding the historic district's continuing operation for decades to come.



**2023 Annual Report
Sustainability Commission
Ypsilanti, Michigan**

INTRODUCTION

The Sustainability Commission of the City of Ypsilanti is governed by the City of Ypsilanti's Code of Ordinances, Chapter 2, Section 171, allocates the following tasks to the Sustainability Commission:

- a. To create a model of sustainability through efforts to advocate, educate and promote the social, economic and environmental health of the community now and into the future.
- b. To broaden the lens and scope of energy and environmental needs in the future such as wind, solar, clean air, water and improving infrastructure.
- c. To recognize natural resources as chief assets of the City of Ypsilanti and encouraging responsible stewardship of these assets.
- d. To collaborate with citizens, employees, employers, service providers and other governmental agencies and educational agencies to share ideas.
- e. To create a Sustainability Plan.
- f. To review the City of Ypsilanti's Climate Action Plan, Alternate Fuel Policy, the Michigan Green Communities Challenge, and other plans and policies and to continue the work of said plans and policies.
- g. To prioritize sustainability policies.

In 2023, the Sustainability Commission's membership was as follows:

Beth Gibbons (chair)	Takunia Collins
Nancy Heine (vice-chair)	Liz Ratzloff
Julia Bayha	Shannon Baer
Bryan Foley	Devin Shelton (joined May 2023)

There was one vacant regular seat and two vacant youth seats as of December 2023.

As a best practice and per §2-174(e), the Commission shall provide an annual report to City Council. This report discusses,

1. The operations of the Commission during the past year
2. The status of any on-going activities, including the Michigan Green Communities Challenge
3. The progress towards the goals laid out in the Climate Action Plan and Energy Plan
4. Recommendations to the legislative body related to sustainability

SUSTAINABILITY COMMISSION OPERATIONS

The Sustainability Commission held regular monthly meetings during 2023; these meetings were held in-person with public participation in person and via Zoom. No meetings were held in July, per schedule; the Commission did not have a quorum to meet in August and December.

The Commission passed a resolution to take on the duties and responsibilities of being the City's Bee City USA Committee. The City won Gold in the 2023 Michigan Green Communities Challenge. Commissioner Bayha led the City's fourth annual Earth Day event. Commissioner Gibbons contributes regularly to the City's monthly newsletter with the Sustainability Corner. Commissioner Foley advanced creating sustainable and green spaces. Commissioner Collins educates youth on history through agricultural practices, connecting the past and the future. The Commission learned about such topics and activities as regional recycling efforts, changes to the City's curbside recycling program, and federal sustainability and grant opportunities.

The Commission acknowledges and appreciates work taking place across the City advancing Sustainability Plan goals including: the next phase of dam removal work, including the mussel survey and relocation; the implementation of the Resilient Washtenaw plan; and the DDA's and City's solar rebate program.

Included in this year's annual report is the implementation matrix from the adopted Sustainability Plan.

LOOKING FORWARD

The Sustainability Commission plans to focus on implementation of the following Sustainability Plan goals:

- Continue to recruit additional members, including youth members.
- Continue to conduct outreach & engagement on social media and welcome the community to our work and our meetings.
- Supporting a resilience hub network that supports 48197 & 48198.
- Participate in the Michigan Green Communities Challenge for 2024.

ACTION

The Sustainability Commission adopted this report at its special February 2024 meeting and approved transmittal to City Council.

Plan Implementation Matrix

Capital Improvements Plan = CIP; Zoning Ordinance = ZO; CED = Community & Economic Development; DPS = Department of Public Services

	Timeframe	Lead Party	Status
Sustainability Goals: Earth			
GOAL: Eliminate new instances of soil contamination and responsibly deal with the legacy of existing polluted sites			
Explore creation of an overlay zone, or other zoning or building regulations, to control the types of uses that may be permitted in areas with soils that would allow for easy transmission of contamination or uses that have a high risk of contamination near ecologically sensitive areas, such as waterways.	Mid	CED	
Research and confirm existing sites of contamination with EGLE	MID	CED	
Use Brownfield TIF capture to fund remediation of sites that may be redeveloped.	ONGOING	CED	
Continue to work with the Washtenaw County Brownfield Redevelopment Authority to remediate sites.	ONGOING	CED	
Explore and pursue grant opportunities to remediate sites that may not be good candidates for commercial redevelopment or that pose an immediate threat.	ONGOING	CED	
GOAL: Ensure buildings and infrastructure are constructed in a manner complementary to soil structure, slopes, and drainage.			
Make soil information available to all, and directly provide information on soil structure to those who choose to build a new structure that requires a foundation.	ONGOING	CED	
Incorporate green infrastructure into planned capital improvement projects wherever possible, and identify potential sites for demonstration projects.	ONGOING	DPS	
Strengthen zoning protections to limit erosion in areas of steep slopes.	NEAR	CED	
Sustainability Goals: Water			
GOAL: Protect the watershed from further contamination.			
Consider a sensitive features overlay zone providing a buffer around the Huron River and Paint Creek that provides site and use regulations tailored to the proximity to these waterbodies	MID	CED	
Invest in consistent enforcement for compliance to the sensitive feature overlay zoning district	ONGOING	CED	
Continue to pursue updates to the zoning ordinance, such as tree protection regulations, that preserve and improve vegetation that can mitigate stormwater impacts.	ONGOING	CED	
Continue to support the work of the Washtenaw County Water Resources Commissioner and other partners to educate members of the public, particularly single-family homeowners, on stormwater issues.	ONGOING	DPS	
Monitor adherence to the City's phosphorous fertilizer and tar sealcoat ordinances for effectiveness.	ONGOING		
Work with Washtenaw County Environmental Health to research the status of remaining private wells and provide resources and recommendations for testing water quality to property owners	ONGOING		
GOAL: Preserve and expand the City's capacity to deal with heavy rainfall to mitigate negative effects on people and property.			
Incorporate capacity upgrades for grey stormwater management into the CIP based on predictions for greater precipitation	ONGOING	DPS	
Update the flood maps, including FIRM, based on climate projections and changes to the river channel since the FIRM formulation in the 1970s	LONG	DPS	

	Timeframe	Lead Party	Status
Investigate an equitable stormwater fee schedule that encourages converting impervious to pervious surfaces and proper use of rain barrels or other detention/retention systems.	MID	COUNCIL/ DPS	
Consider banning basements or enforce floodplain standards in boundaries where the soil has limited capacity to handle stormwater	LONG	CED	
Develop a Stormwater Management Plan	MID	DPS	
Continue to pursue the removal of the Peninsular Dam	ONGOING	MANAGER	
Continue to maintain City lands that are in the flood zones and vacant for stormwater and floodwater mitigation.	ONGOING	VARIOUS	
Pursue GSI projects in the City parks, particularly in the flood zones.	ONGOING	DPS	
Pursue conservation &/or access easements along the Huron River.	ONGOING	CED	
Explore offering incentives to property owners to retrofit existing buildings and site improvements with stormwater-friendly infrastructure, including rain gardens.	LONG		
Explore the potential to equitably enact a stormwater fee structure to encourage private retrofit stormwater infiltration and detention infrastructure	LONG	COUNCIL/ DPS	
GOAL: Promote resources for water conservation and testing to ensure access efficiency upgrades and clean water			
Work with YCUA to develop home and business water efficiency financing programs	MID		
Promote Great Lake Water Authority program WRAP to perform conservation audits and funds for repairs to help reduce low-income households reduce water bills	ONGOING		
Collaborate with YCUA on water conservation and infrastructure improvement projects.	ONGOING		
Sustainability Goals: Energy			
GOAL: Decrease the community's emissions by 171,310 metric tons of CO₂e by 2030.			
Work with the City of Ann Arbor to investigate bulk buying of renewable energy through the Community Choice Aggregation Legislation.	ONGOING		
Purchase renewable energy credits (RECs) for City operations.	LONG		
Promote state policies, incentives, grants, and Community Energy Management programs that encourage energy efficiency and renewable energy to property owners.	ONGOING		
Promote Washtenaw County's weatherization program for low-income homeowners.	ONGOING	CED	
Work with community stakeholders to initiate an energy competition. The university and City can partner together to challenge another city and university to an energy reduction competition.	LONG		
Implement an inter-departmental site plan review process with attention to sustainability-related strategies such as energy use and efficiency, generation and offsetting of emissions, on-site water management and infiltration, etc.	ONGOING	CED	
Investigate the feasibility of a microgrid.	LONG		
Review and incorporate aspects of the International Dark Sky Model ordinance to reduce energy waste (i.e. motion activated lighting on municipal buildings)	MID	DPS	
Participate in or sign-on to regional, national, or international commitments to energy, climate, and sustainability including but not limited to the Paris Climate Agreement, the Sierra Club's "Ready for 100" pledge, the Global Covenant of Mayors for Climate and Energy.	SHORT	COUNCIL	

	Timeframe	Lead Party	Status
Develop an electric charging vehicle infrastructure strategy	MID	DPS	
Create a green rental certification program to encourage energy-efficient improvements	MID	CED	
Work with the HDC to incorporate historically compatible fixtures that are dark sky compliant	ONGOING	CED	
Continue to pursue policies and projects that improve nonmotorized transportation.	ONGOING	DPS/CED	
Continue to encourage solar energy installations throughout the City.	ONGOING	CED	
Partner with other agencies, such as YCUA , DTE, and MiSaves to provide education and incentives for energy use reductions, both residential and commercial.	ONGOING		
Continue to participate in local, regional, national, and international efforts for climate mitigation and adaptation.	ONGOING		
Continue membership in communities such as ICLEI that help support local efforts to combat and adapt to climate change.	ONGOING		
GOAL: Decrease government operation emission in support of attaining citywide net zero by 2030			
Establish an Energy Manager position to be responsible for the following duties:	MID	MANAGER	
o Improve knowledge of energy management among city staff and appointed officials among staff			
o Create a data-driven system that is replicable over time, and includes annual forecasts, benchmarks for energy use reductions, and an internal reporting protocol			
o Work with the Sustainability Commission to produce an annual report that highlights where emission reductions and procedural improvements have been made			
o Improve communications with facility managers, utility providers, and relevant contractors to resolve issues quickly			
o Increase outreach to and participation of industrial and commercial customers in renewable energy and energy efficiency projects			
o Research and utilize the most efficient equipment available			
Continue to incorporate renewable energy into the energy portfolio of each government building including back-up generation	ONGOING	DPS	
Re-establish the City's revolving loan fund for energy efficiency projects.	MID	MANAGER	
Conduct a GHG inventory every 5 years using input from 2012 & 2018 findings in the ICLEI GHG framework	LONG	DPS	
Improve fleet fuel efficiency with clean diesel, alternative fuels, and electrification.	ONGOING	DPS	
Publicly report on progress made toward energy goals.	ONGOING	DPS/CED/MANAGER	
Continue to make energy-efficiency improvements to City owned facilities	ONGOING	DPS	
ENERGY: Reduce the amount of waste generated in Ypsilanti that enters landfills			
Conduct a waste audit to understand the baseline composition of the waste stream at the municipal operations and community level	SHORT	DPS	
Help publicize local re-use opportunities, such as the Buy Nothing Project and Freecycle.	ONGOING	CED	
Implement an educational campaign on existing recycling and composting options	SHORT	DPS	
Expand recycling to public spaces and all City facilities by placing artful, educational, and engaging waste sorting stations throughout the community	MID	DPS	

	Timeframe	Lead Party	Status
Create a coordinated recycling system that has a one stop for difficult-to-recycle materials including electronics and refrigerant management	LONG	DPS	
Increase access to curbside recycling services to multi-family units	MID	DPS	
Define Zero Waste for Ypsilanti using the Zero Waste hierarchy. Set a goal for City operations to be zero waste (excluding medical waste) by a specific date with annual benchmarks.	LONG		
Require that any events with a City permit provide for recycling, compost, and provide a discount for Zero Waste events	LONG		
Require government operations to use durable or compostable materials	MID		
Implement a pilot program for a municipal kitchen compost system with high food-waste generators.	LONG		
Investigate a partnership with a commercial-scale compost operation	MID		
Pilot curbside community composting services for leftover food	LONG		
Investigate funding sources to bring down the cost of a biodigester	MID		
Permit onsite composting of mulched leaves	DONE		
Continue to explore options to improve recycling and composting opportunities within the City and with partners.	ONGOING	DPS	
Sustainability Goals: Biodiversity			
GOAL: Expand and protect natural habitats			
Incorporate model language for rewilding landscaping into the city's ordinance	SHORT		
Create informational materials for property owners on preferred and prohibited plants	SHORT	SUSTAINABILITY	
Rezone undeveloped land on Mansfield and on Clark to a more protective zoning district	MID	CED	
Continue to support the local food system	ONGOING	CED	
Support traffic calming and other infrastructure design that help reduce animal road crossing mortality	ONGOING	DPS/CED	
Promote "bird safe" designs and "lights out" programs during migratory season	SHORT	CED	
Consider programs for habitat improvement such as bat houses, pollinator gardens, and others as they develop			
Train inspectors to spot wildlife-friendly plants to prevent their removal	ONGOING	CED	
Continue to monitor health of the city's wetlands and work with the Washtenaw County Parks and Recreation to protect them	ONGOING		
Partner with the County to inventory land that could be nominated for NAPP			
Encourage warm light to protect insects	ONGOING	CED	
Encourage use of native and climate-change adapted plants wherever possible	ONGOING		
Work with DTE to provide warmer, more night-sky friendly public lighting.	ONGOING	DPS	
Review the existing lighting ordinance and update to explicitly permit motion-sensitive lighting.	SHORT	CED	
Review and incorporate aspects of the Dark Sky Model Lighting Ordinance to reduce negative effects on insects and migratory birds	MID	CED	

	Timeframe	Lead Party	Status
GOAL: To preserve and expand a resilient tree canopy			
Implement a tree preservation ordinance	MID	CED & DPS	
Plant additional street trees and trees in parks in accordance with the Urban Forest Management Plan, with a particular prioritization of those sites indicated by the Tree Equity map.	ONGOING	DPS	
Increase and diversify the public tree stock according to the Urban Forest Management Plan	ONGOING	DPS	
Invest in tree maintenance	ONGOING	COUNCIL	
Continue the City's Arbor Day Tree City USA designation	ONGOING	DPS	
Coordinate tree planting efforts with sidewalk maintenance efforts and considerations.	ONGOING	DPS	
Update street planting guidelines to prioritize tap roots species and vary pit size by species	SHORT	DPS	Complete
Sustainability Goals: Complete Neighborhoods			
GOAL: Maintain and expand transportation options including the development of bicycle, pedestrian, and sharing networks.			
Implement a parking cash-out alternative benefit option for City employees	SHORT	HR	
Prioritize transit-oriented development	ONGOING	CED	
Partner with the DDA and AATA to provide a discounted transit pass as an alternative to downtown parking permits	MID	DPS	
Encourage corporate sponsorship of transit passes and infrastructure to encourage employee bus and bikeshare ridership	MID	DPS	
Consider pursuing car, scooter, or bike-sharing programs with Eastern Michigan University as a partner.	ONGOING	CED	
Close sidewalk gaps	ONGOING	DPS	
Add bicycle lanes to major thoroughfares and trunklines	ONGOING	DPS	
Retain the mix of uses within each corridor but allow them throughout the area.	ONGOING	CED	
Restore two-way function to Cross, Huron, and Hamilton Streets.	LONG	DPS	
Separate Cross and Washtenaw for vehicle traffic.	LONG	DPS	
Restore Harriet Street as the Main Street of adjacent neighborhoods.	LONG	CED	
Prioritize pedestrians at crosswalks, and investigate where pedestrian walk signs can be made automatic	MID	DPS	
Work with MDOT to make state-owned roads more accessible to nonmotorized users	ONGOING	DPS	
Coordinate with Townships and WCPRC on Border to Border (B2B) trail development	ONGOING	DPS	
Encourage police enforcement and legislative support for bike and pedestrian safety	ONGOING	YPD	
Improve neighborhood walkability by improving sidewalk connectivity and conditions. Prioritize the improvement of nonmotorized connections that link neighborhoods and job centers.	ONGOING	DPS	
Continue to support the development of intercity and commuter rail	ONGOING	MANAGER	
Coordinate citizens to advocate for slower traffic speeds on state owned corridors	ONGOING		

	Timeframe	Lead Party	Status
GOAL: Incentivize energy efficient and socially responsible development			
Consider density bonuses, particularly on transit and commercial corridors, in exchange for developers meeting criteria that achieve city goals	MID	CED	
Incentivize US Green Building Council's LEED for Neighborhood Development standard for new development	MID	CED	
Develop a Green Business/Neighborhood Certification program	LONG	CED	
Seek affordable housing development and identify parcels where it can locate near services	ONGOING	CED	
Continue to prioritize infill development	ONGOING	CED	
Continue to provide a variety of housing options, including affordable housing and missing middle housing.	ONGOING	CED	
Provide a Sustainability Commissioner liaison to a neighborhood interested in developing an eco-district	ONGOING	SUSTAINABILITY	
GOAL: Increase neighborhood resiliency during times of disruption.			
Identify walkable/bikeable neighborhood resource centers throughout the City, such as community centers, churches, schools, or social clubs.	SHORT		
Work with these identified resources to increase their capacity to serve as emergency resource centers, including backup power generation, emergency shelter, and food and resource distribution.	MID		
Work with the Health Department and other partners to make resources available for community leaders who wish for their homes to serve as small-scale resources during disruptions.	ONGOING		
Sustainability Goals: Communication			
GOAL: Play a leading role in educating Ypsilanti residents on sustainability topics.			
Implement an educational series about energy efficiency in different venues with a focus on teaching the most vulnerable populations about resources that help reduce their utility bills	ONGOING	SUSTAINABILITY	
Continue to work with sustainability-related organizations to develop and offer in school guest lectures, field trips, and other learning opportunities with local schools	ONGOING	SUSTAINABILITY	
Work with schools to reduce waste and incorporate reusable items on campus	ONGOING	SUSTAINABILITY	
Determine a designated point person on city staff to direct sustainability-related questions or comments to the correct department			
Promote the city's energy, climate, and sustainability vision through the established online newsletter and develop other municipal marketing materials to update residents on city efforts, key sustainability topics, and easy-to-follow tips at home	ONGOING	SUSTAINABILITY	
Organize competitions between municipal employees, business owners, and neighborhoods that promote sustainability-focused activities:	ONGOING	SUSTAINABILITY	
o "Bring Your Green to Work,"			
o Energy treasure hunts,			
o Adopting catch basins or green infrastructure,			
o Zero waste days,			
o Smart commute weeks, and challenges to bike, walk, or take public transit to work.			

	Timeframe	Lead Party	Status
Partner with Ypsilanti Community Schools on communication and education efforts.	ONGOING		
Consider creating a Communications Specialist position to lead and coordinate communication and education efforts within the City.	MID	MANAGER	Complete
Make critical public documents accessible and multilingual	ONGOING	MANAGER	
Publicize available efficiency and support programs, such as the County's weatherization program and YCUA's water assistance program.	ONGOING		
GOAL: Develop the datasets necessary to determine where disaster relief should be targeted			
Conduct an Environmental Justice analysis that identifies vulnerable populations and structures that are disproportionately impacted by climate change	LONG		
Work with SEMCOG and the County to expand local air quality monitoring system	SHORT		
Investigate infrastructure materials that can weather extreme weather	ONGOING		
GOAL: Mitigate the damage inflicted on residents, infrastructure, and property from extreme weather.			
Implement renewable backup power systems for areas of refuge and emergency facilities	ONGOING	DPS	
Collaborate with landlords, YCUA, and DTE to ensure that in a time of crisis essential water and gas/electricity are not shut off	ONGOING	CED/MANAGER	
Work with Washtenaw County to develop a Hazard Mitigation Plan.	MID	YPD/YFD/DPS	
Partner with Washtenaw County to expand emergency preparedness and communication tools including a multilingual and universally accessible plan that includes climate change predictions	MID	MANAGER	
Work with the County to identify additional accessible warming and cooling shelters	MID		
Require occupied residential rental units to have one air-conditioned room	MID	CED	
Review response protocol and update where needed to respond to severe storm events	MID	MANAGER	
Continue to explore Resilience Hubs in coordination with local community partners and facilities.	MID		
Publicize available utility assistance programs, such as THAW, leading into and during peak heating and cooling seasons.	ONGOING		
Work with Washtenaw County and utility partners to ban utility shutoffs for nonpayment during states of emergency or extreme weather events.			
Improve snow and ice response for sidewalks	ONGOING	DPS (PUBLIC) CED (PRIVATE)	



Resolution No. 2024-037
March 19, 2024

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: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE: