



**CITY OF YPSILANTI
REGULAR COUNCIL MEETING
Tuesday, January 7, 2025 @ 7:00 PM
Council Chambers
One South Huron, Ypsilanti, MI 48197**
[Launch Meeting - Zoom](#)

I. CALL TO ORDER

II. ROLL CALL

III. A MOMENT TO CENTER AND FOCUS

IV. AGENDA APPROVAL

V. PUBLIC COMMENT - 45 MINUTES TOTAL (3 MINUTES/EACH SPEAKER)

VI. PRESENTATIONS

- A. AFCR Audit Report

VII. ORDINANCES FIRST READING

VIII. RESOLUTIONS/MOTIONS/DISCUSSIONS

- A. Resolution No. 2025-001 Approving the minutes of the meeting of December 17, 2024.
- B. Resolution No. 2025-002 adopting Ordinance No. 1441, entitled An Ordinance to Amend Chapter 80, Entitled "Parks and Arts" of the Code of Ordinances upon Second and Final Reading.
- C. Resolution No. 2025-003 Approving the updated Alternate Fuel Policy recommended by the Sustainability Commission.
- D. Resolution No. 2025-004 recognizing the life and work of President Jimmy Carter, celebrating him as a role model for leaders both in and out of government, and declaring January 9, 2025 as a Citywide Day of Mourning, to coincide with President Biden's National Day of Mourning,
- E. Resolution No. 2025-005 Authorizing an increase of \$7,000 to account number 101-7-2621-757-00 to cover the grant purchases for the Clerk's Department and also add the same amount to revenue account 101-4-2621-539-00, until the funds are reimbursed by the Federal Election Security Grant.
- F. Resolution No. 2025-006 Directing City Staff to Create a Comprehensive City Council Member Onboarding Process.

- G. Resolution No. 2025-007 Requesting Washtenaw County Allocate Funds Toward the Establishment and Operation of a Permanent Shelter in Ypsilanti for Individuals Experiencing Homelessness.
- H. Resolution No. 2025-008 Requesting the Washtenaw County Board of Commissioners Commit Funding for an Unarmed Crisis Response Program and Directing the City of Ypsilanti to Develop an RFP for the Program.
- I. Discussion regarding city plans for promoting the earned income tax credit and supporting those Ypsilanti residents eligible to claim the credit.
- J. Resolution No. 2025-009 Reappointing residents Tasha Palmer and Lakesha Williams to the Ypsilanti Housing Commission.

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

XV. PUBLIC COMMENT - CONTINUED (3 MINUTES/EACH SPEAKER)

XVI. REMARKS FROM THE MAYOR

XVII. ADJOURNMENT

- A. Resolution No. 2025-, 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.

Presentation to the City Council

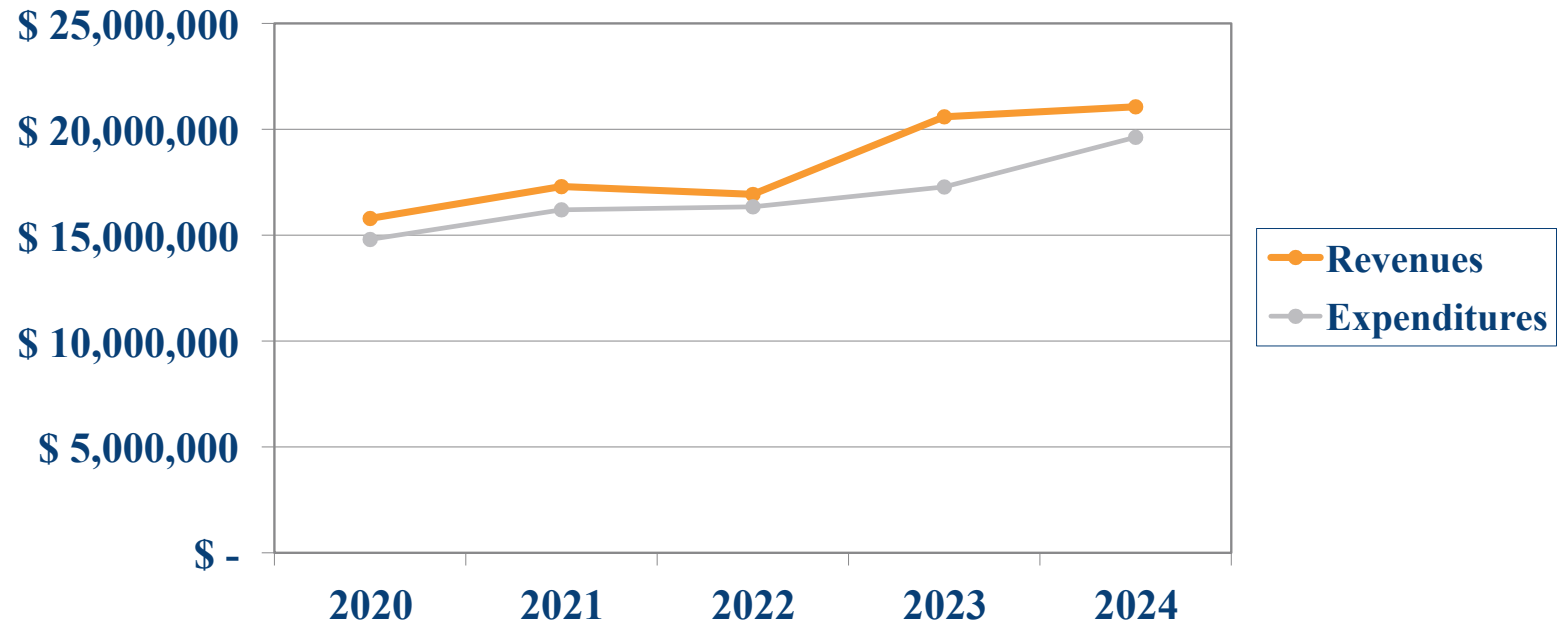
Year Ended June 30, 2024



Summary of Reporting and Communications to City Council

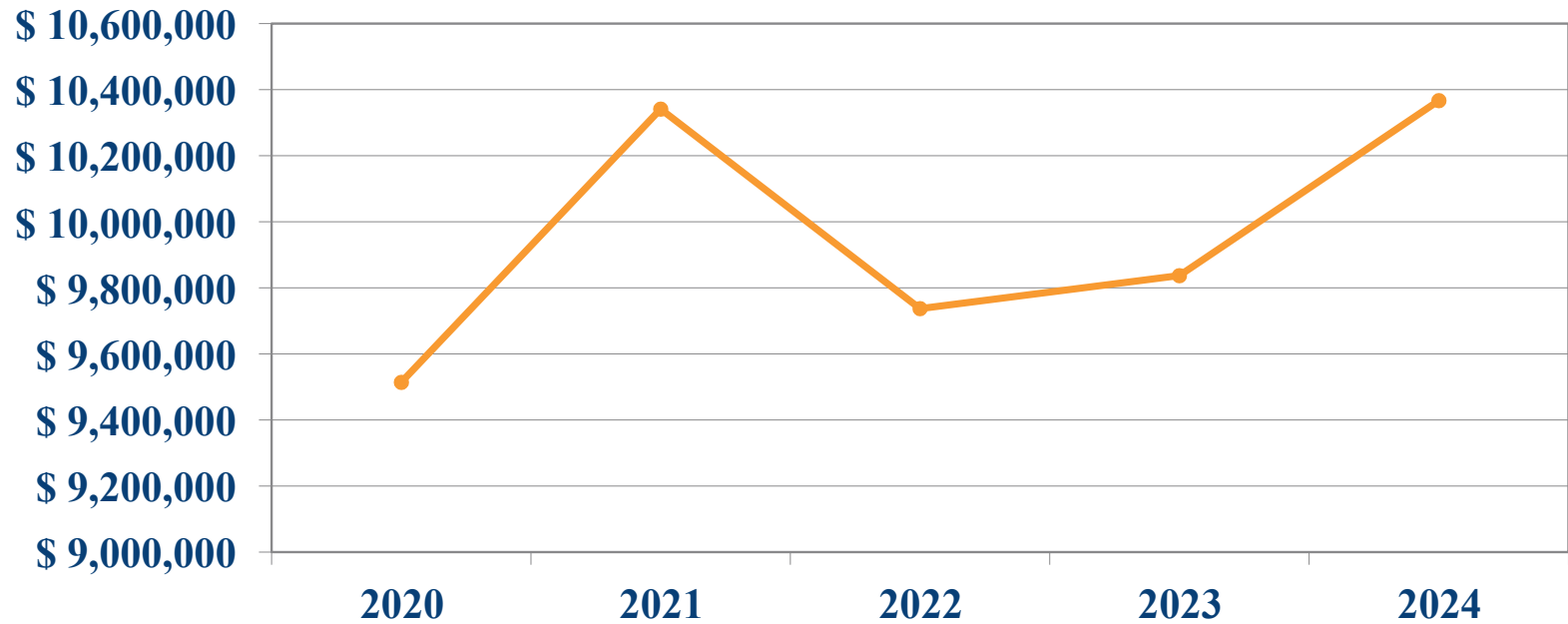
- Unmodified (clean) opinion on financial statements.
- No transactions which lacked authoritative guidance
- No material misstatements in the financial statements
- No disagreements with management
- No difficulties in dealing with management

General Fund Revenues & Expenditures (including other financing sources/uses)



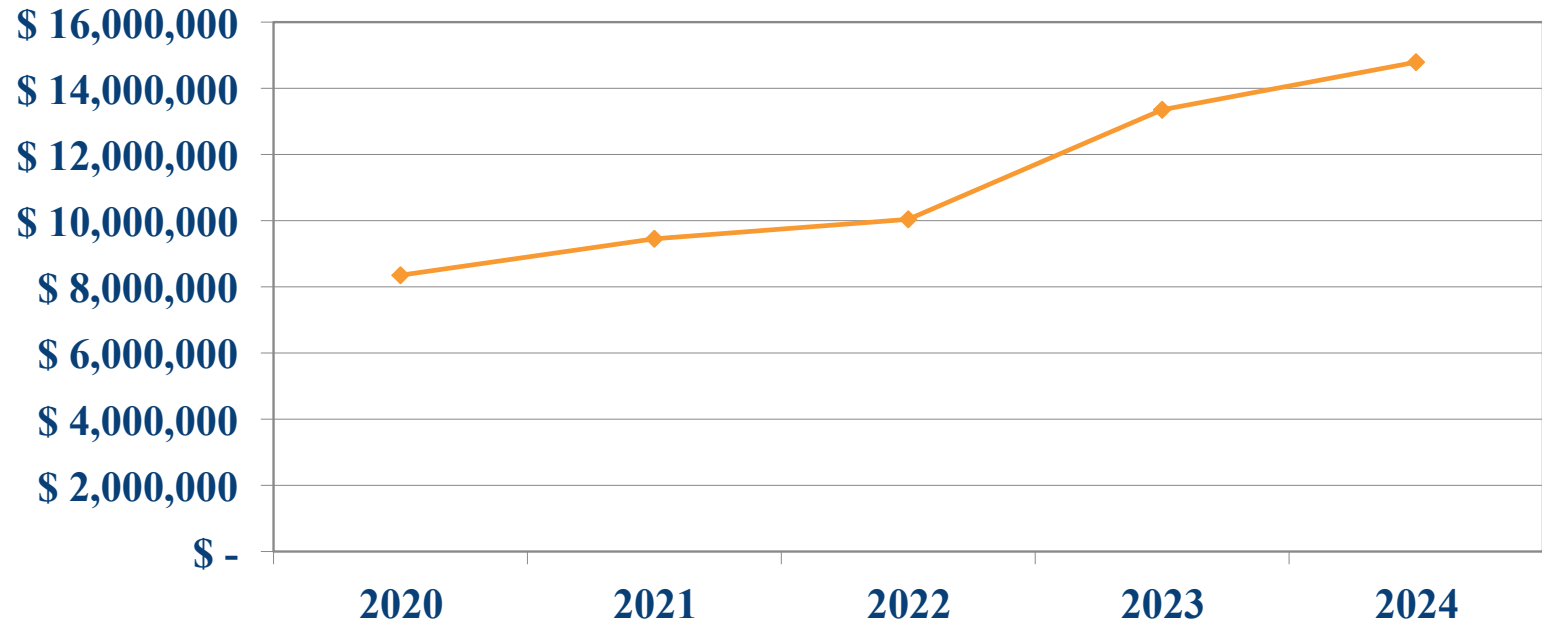
Source: Audited financial statements.

General Fund Property Tax Revenue



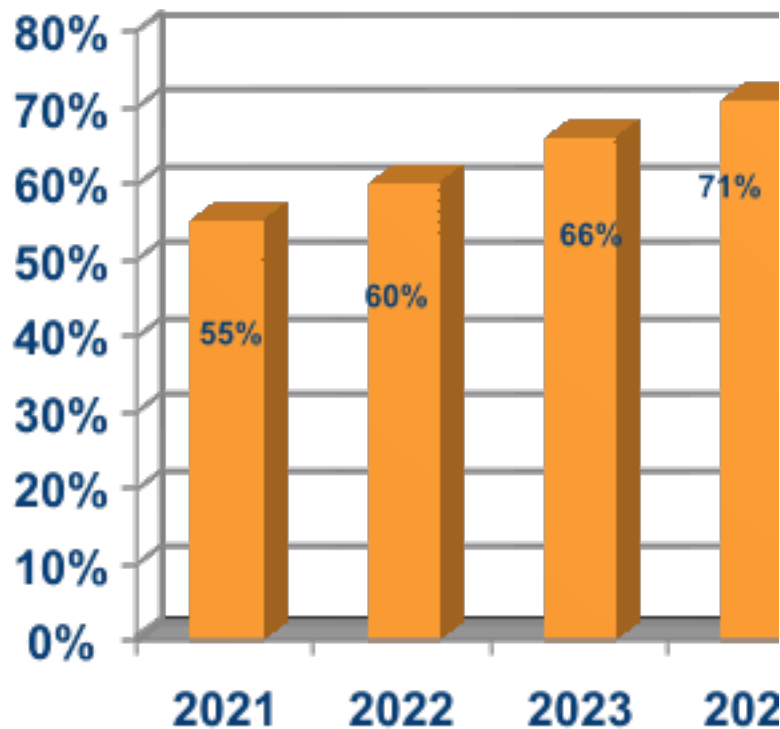
Source: Audited financial statements.

General Fund Balance at Year End



Source: Audited financial statements.

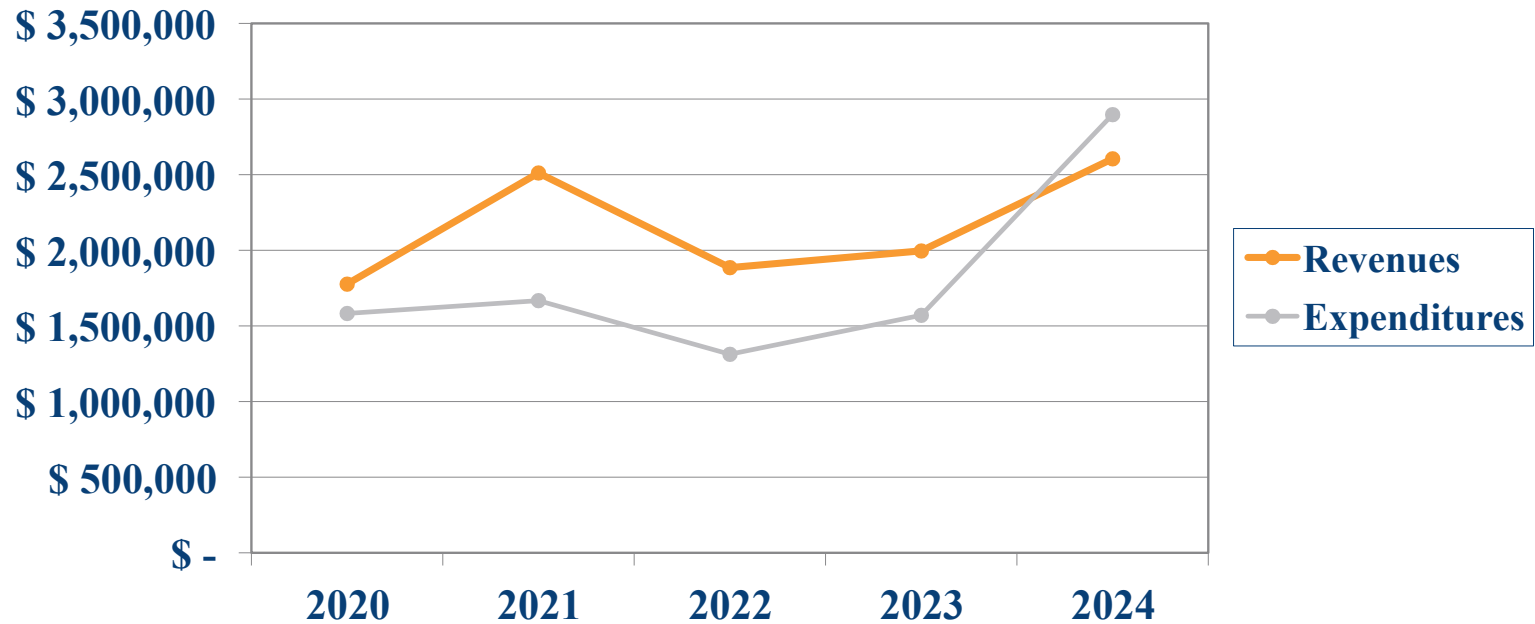
Fund Balance Divided by Total General Fund Revenues



- For this ratio, the numerator is the General Fund balance at year-end and the denominator is all revenues of the General Fund.
- High ratios are favorable. A high ratio suggests the presence of resources that can be used to overcome a temporary deficit.

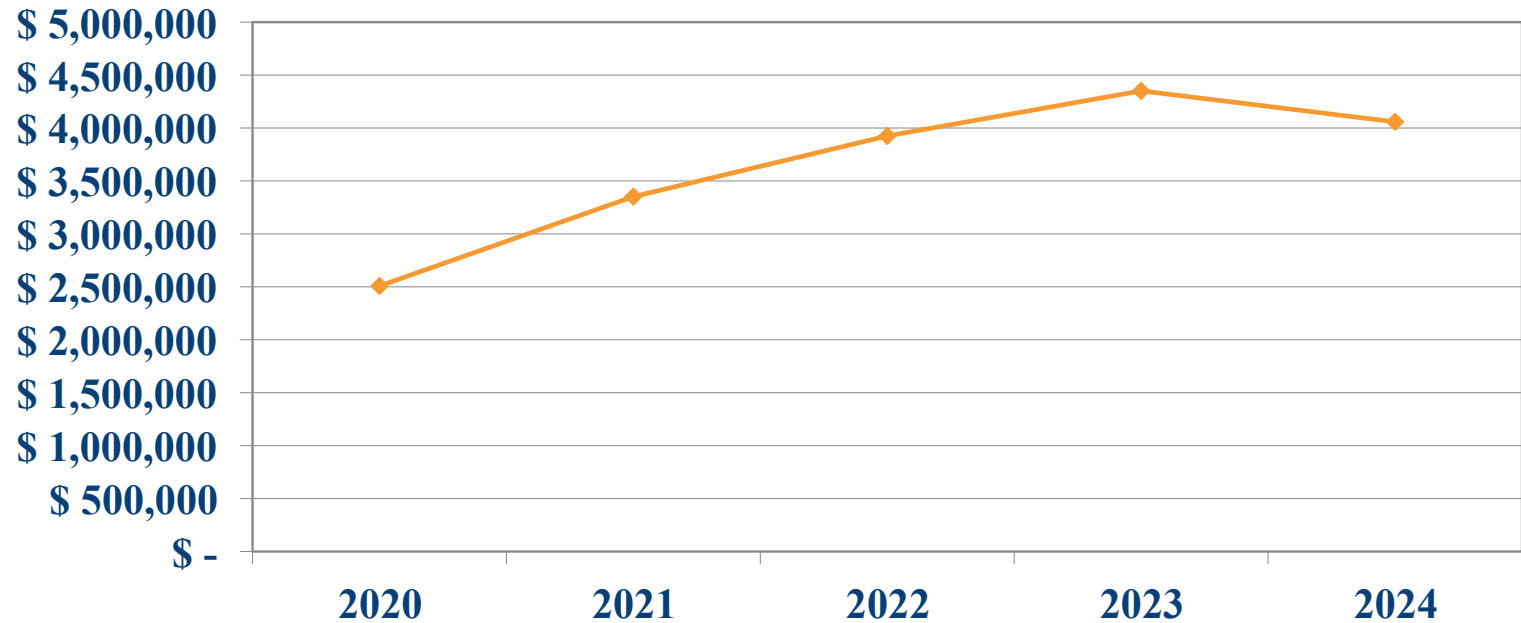
Ratios derived from audited financial statements

Major Streets Revenues & Expenditures (including other financing sources/uses)



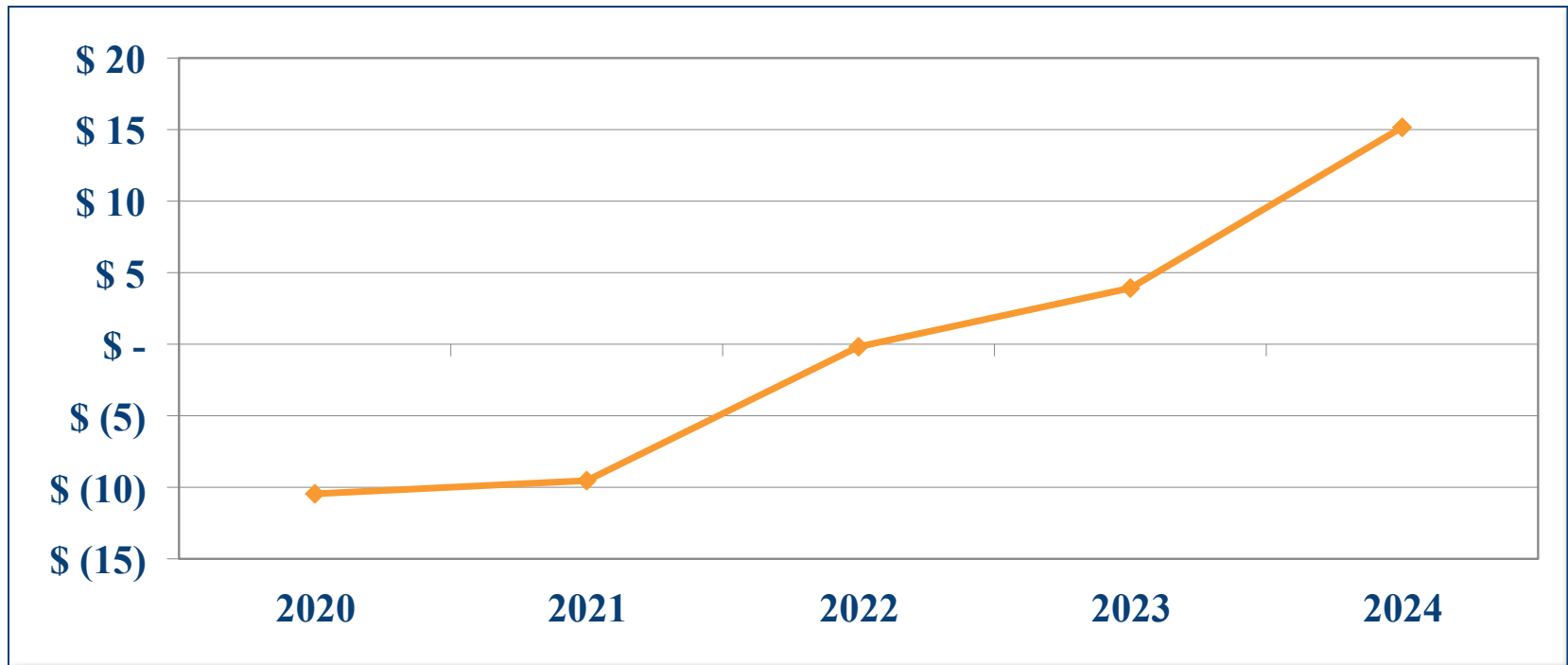
Source: Audited financial statements.

Major Streets Fund Balance at Year End



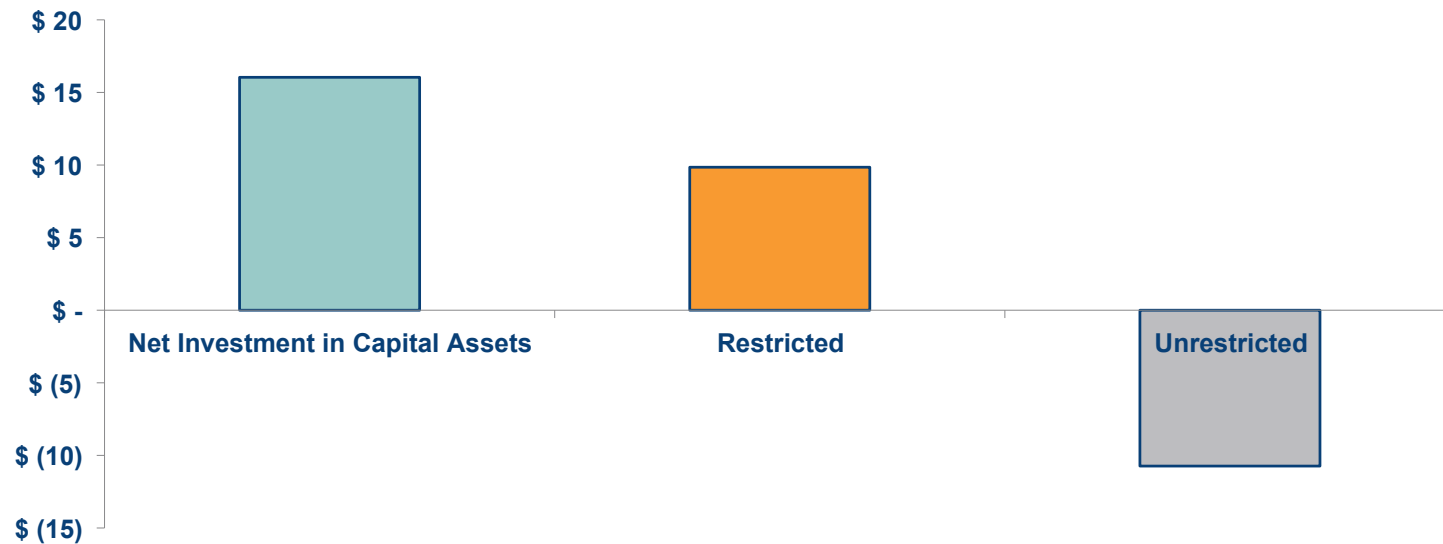
Source: Audited financial statements.

Net Position at Year End (Govt. Activities) (in Millions)



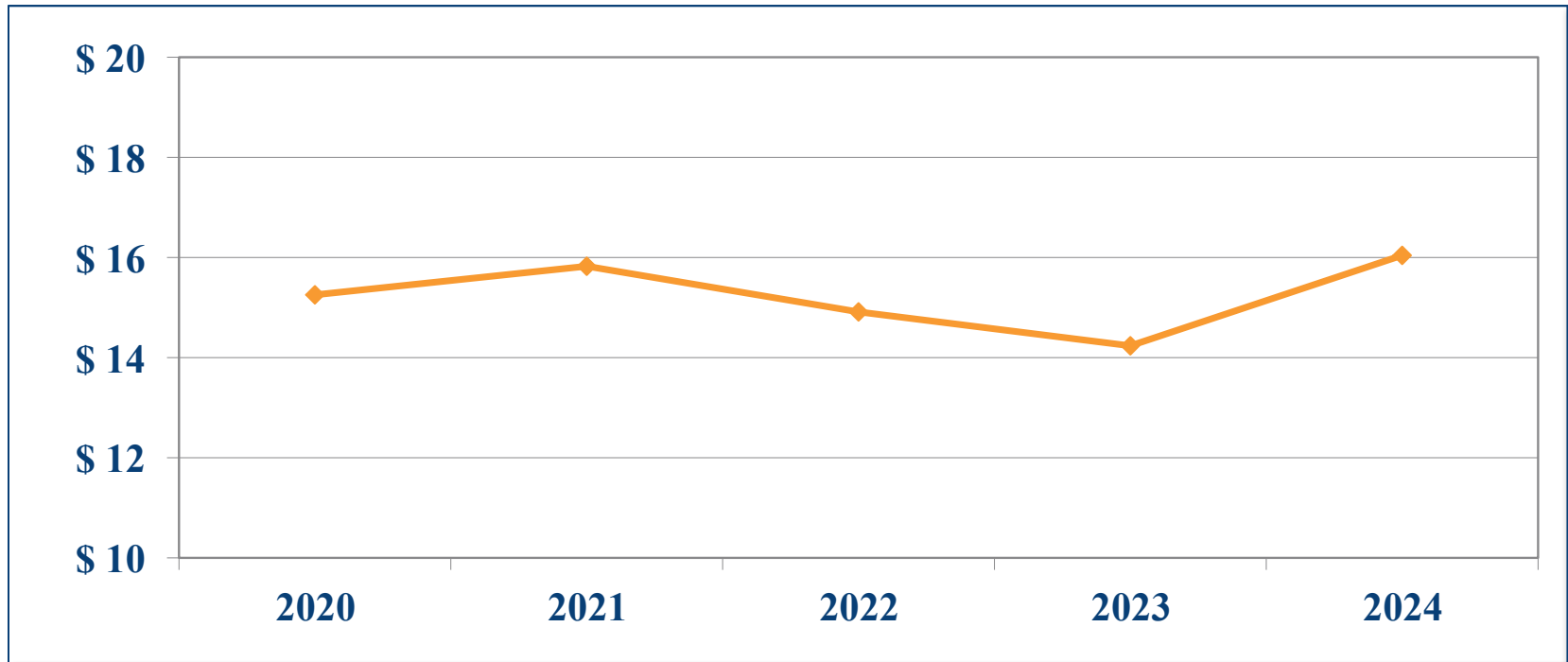
Source: Audited financial statements.

Net Position at Year End (Govt. Activities) (in Millions)



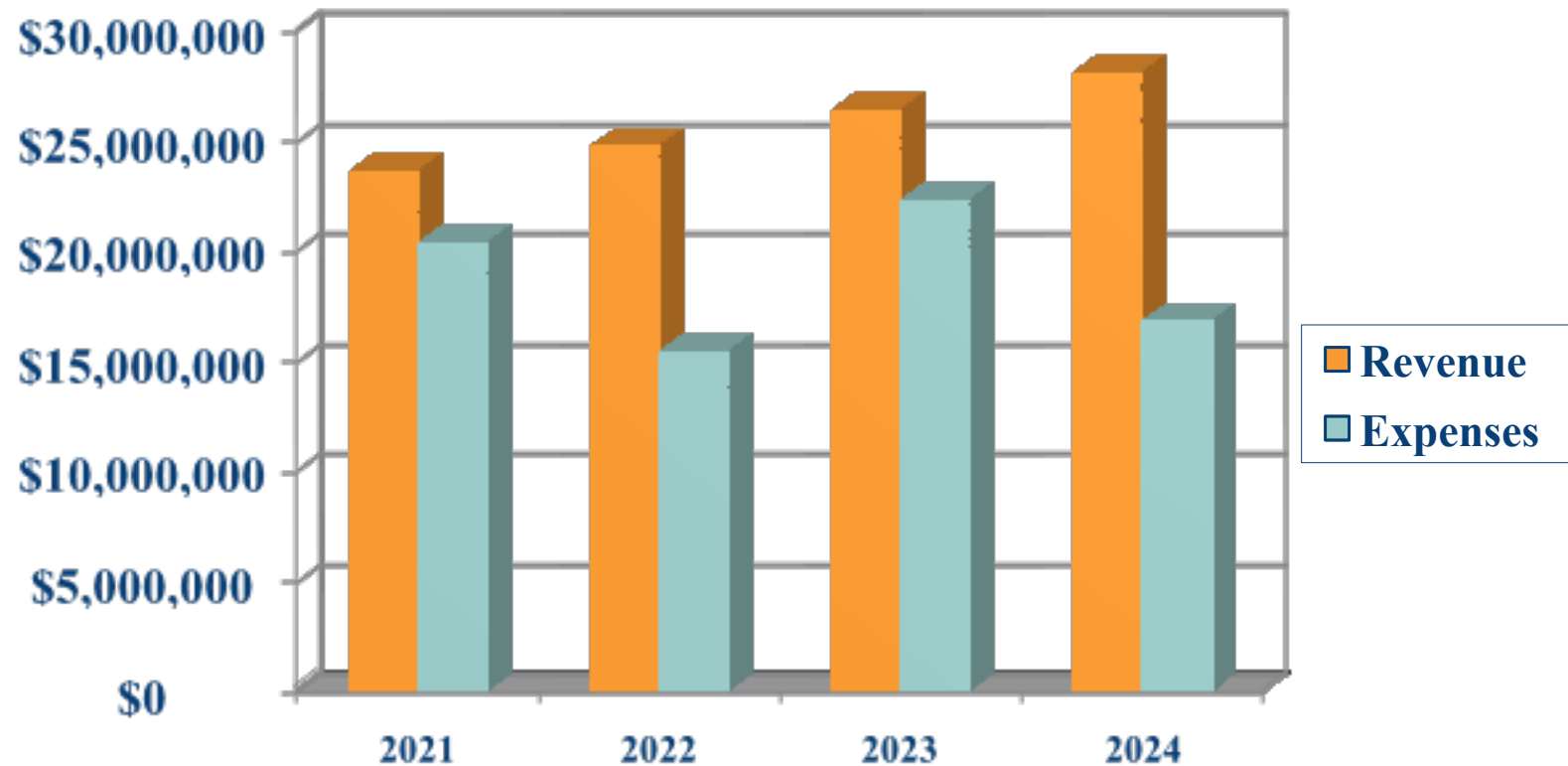
Source: Audited financial statements.

Net Investment in Capital Assets (Govt. Activities) (in Millions)



Source: Audited financial statements.

Statement of Activities – Governmental Activities



Source: Audited financial statements.

Upcoming GASB Statements

- GASB Statement No. 101 Compensated Absences:
effective for fiscal years beginning after December 15, 2023
- GASB Statements No. 102 Certain Risk Disclosures:
effective for fiscal years beginning after June 15, 2024
- GASB Statements No. 103 Financial Reporting Model Improvements, and 104 Disclosure of Certain Capital Assets:
effective for fiscal years beginning after June 15, 2025

Exposure Draft:

Infrastructure Assets

The proposed changes represent a significant advancement in enhancing transparency, consistency, and accountability in financial reporting for infrastructure assets. The inclusion of more detailed depreciation schedules, condition assessments, and the systematic tracking of asset deterioration will provide stakeholders with a clearer understanding of a government's infrastructure health and sustainability. Additionally, the updates to capitalized maintenance costs and depreciation methodologies will improve the accuracy and comparability of reporting across governments, fostering better decision-making and resource allocation.



REQUEST FOR LEGISLATION
January 7, 2025

For: Mayor and City Council

From: Tracey Boudreau, City Clerk

Subject: Resolution No. 2025-001 Approving the minutes of the meeting of December 17, 2024.

SUMMARY & BACKGROUND:

RECOMMENDED ACTION: Approval

ATTACHMENTS:

1. Resolution No 2025-001 Minutes
2. December 17, 2024 Council Meeting Minutes

CITY MANAGER APPROVAL:

COUNCIL AGENDA DATE: January 7, 2025

CITY MANAGER COMMENTS:

FISCAL SERVICES DIRECTOR APPROVAL:



Resolution No. 2025-001
January 7, 2025

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

THAT the minutes of the December 17, 2024 City Council Meeting be approved.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:



**MINUTES
REGULAR COUNCIL MEETING
7:00 PM - Tuesday, December 17, 2024
Council Chambers
One South Huron, Ypsilanti, MI 48197**

I. CALL TO ORDER

Mayor Brown called the meeting to order at 7:07 p.m.

II. ROLL CALL

PRESENT at roll call were Mayor Brown, Mayor Pro-Tem Wilcoxon, Council Member King, Council Member McLean, Council Member Simmons, Council Member Fellows, and Council Member Tooson. ABSENT: None.

III. A MOMENT TO CENTER AND FOCUS

IV. AGENDA APPROVAL

Council Member McLean moved to Approve the AGENDA as presented. Council Member Tooson seconded the motion. The motion passed upon a voice vote as follows:

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

V. PUBLIC COMMENT - 45 MINUTES TOTAL (3 MINUTES/EACH SPEAKER)

No members of the public spoke.

VI. RESOLUTIONS/MOTIONS/DISCUSSIONS

A. Resolution No. 2024-276 Approving the minutes of the meeting of December 3, 2024.

Council Member Simmons requested the minutes be corrected to reflect that Tooson voted "no" on Resolution No. 2024-275.

Council Member Tooson moved to Approve Resolution No. 2024-276 Approving the minutes of the meeting of December 3, 2024, as amended. Mayor Pro-Tem Wilcoxon seconded the motion.

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

B. Resolution No. 2024-277 Approving the request to waive the noise permit fees for the 2024 Holifest in the amount of \$450, pursuant to the City's Special Events Policy.

Council Member Fellows moved to Approve Resolution No. 2024-277 Approving the request to waive the noise permit fees for the 2024 Holifest in the amount of \$450, pursuant to the City's Special Events Policy. Council Member Tooson seconded the motion.

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

C. Resolution No. 2024-278 Appointing Evan Sweet to the Parks and Arts Commission, with a term ending July 1, 2027.

Council Member McLean moved to Approve Resolution No. 2024-278 Appointing Evan Sweet to the Parks and Arts Commission, with a term ending July 1, 2027. Mayor Pro-Tem Wilcoxen seconded the motion.

Yes: (7) Michelle King, Amber Fellows, Roland Tooson, Desirae Simmons, Steve Wilcoxen, Nicole Brown, Patrick McLean
No: 0 None
Absent: (0)

D. Resolution No. 2024-279 Appointing Colton Babladelis to the Sustainability Commision, with a term ending May 1, 2027.

Council Member Simmons moved to Approve Resolution No. 2024-279 Appointing Colton Babladelis to the Sustainability Commission, with a term ending May 1, 2027. Mayor Pro-Tem Wilcoxen seconded the motion.

Yes: (7) Michelle King, Amber Fellows, Roland Tooson, Desirae Simmons, Steve Wilcoxen, Nicole Brown, Patrick McLean
No: 0 None
Absent: (0)

E. Resolution No. 2024-280 Approving the amended contract with the Michigan Department of Environment, Great Lakes, and Energy and the amended MOU between the City of Ypsilanti and Huron River Watershed Council for the amount of \$5,980,716.20 for personnel and contractual services to remove Peninsular Dam, subject to the review of the City Attorney

Mayor Pro-Tem Wilcoxen moved to Approve Resolution No. 2024-280 Approving the amended contract with the Michigan Department of Environment, Great Lakes, and Energy and the amended MOU between the City of Ypsilanti and Huron River Watershed Council for the amount of \$5,980,716.20 for personnel and contractual services to remove Peninsular Dam, subject to the review of the City Attorney as presented. Council Member McLean seconded the motion.

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

F. Resolution No. 2024-281 Approving the MOU between the City of Ypsilanti and Huron River Watershed Council for the amount of \$800,000 for personnel and contractual services to remove Peninsular Dam, subject to the review of the City Attorney.

Mayor Pro-Tem Wilcoxen moved to Approve Resolution No. 2024-281 Approving the MOU between the City of Ypsilanti and Huron River Watershed Council for the amount of \$800,000 for personnel and contractual services to remove Peninsular Dam, subject to the review of the City Attorney. Council Member King seconded the motion.

Yes: (7) Michelle King, Amber Fellows, Roland Tooson, Desirae Simmons, Steve Wilcoxen, Nicole Brown, Patrick McLean
No: 0 None
Absent: (0)

G. Resolution No. 2024-282 Authoring the city to enter into a Memorandum of Understanding with the University Musical Society for the use of the Freighthouse during April and September in 2025 and 2026.

Council Member King moved to Approve Resolution No. 2024-282 Authoring the city to enter into a Memorandum of Understanding with the University Musical Society for the use of the Freighthouse during April and September in 2025 and 2026. Council Member McLean seconded the motion.

Yes: (7) Michelle King, Amber Fellows, Roland Tooson, Desirae Simmons, Steve Wilcoxen, Nicole Brown, Patrick McLean
No: 0 None
Absent: (0)

H. Resolution No. 2024-283 Approving the "Standard Interconnection Agreement" with Chart House Energy and authorizing the City Manager to sign the agreement on behalf of the City.

Council Member Simmons moved to Approve Resolution No. 2024-283 Approving the "Standard Interconnection Agreement" with Chart House Energy and authorizing the City Manager to sign the agreement on behalf of the City. Mayor Pro-Tem Wilcoxen seconded the motion.

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

No: 0 None

Absent: (0)

I. Resolution No. 2024-284 Appointing Nicole Ajami and Andrew Sugerman as Assistant City Attorneys, upon the recommendation of Randolph Barker, the future Ypsilanti City Attorney.

Council Member McLean moved to Approve Resolution No. 2024-284 Appointing Nicole Ajami and Andrew Sugerman as Assistant City Attorneys, upon the recommendation of Randolph Barker, the future Ypsilanti City Attorney. Council Member Tooson seconded the motion.

Current City Attorney, John Barr, joins in recommending these two attorneys. The motion passed upon a roll call vote as follows:

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

No: 0 None

Absent: (0)

J. Resolution No. 2024-285 in conjunction with the Ypsilanti Police Advisory Commission, Authorizing to send support for House Bill 6121 labeled, "Reporting of Law Enforcement Officer Misconduct Privacy Act," and that a copy of this resolution be forwarded to our state representative, senator, and the governor.

Council Member Tooson moved to Approve Resolution No. 2024-285 in conjunction with the Ypsilanti Police Advisory Commission, Authorizing to send support for House Bill 6121 labeled, "Reporting of Law Enforcement Officer Misconduct Privacy Act," and that a copy of this resolution be forwarded to our state representative, senator, and the governor. Mayor Pro-Tem Wilcoxon seconded the motion.

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

No: 0 None

Absent: (0)

K. Discussion regarding Council Agenda process and deadlines, including discussions two weeks in advance of voting on resolutions and publishing the packet a week before our meetings.

L. Discussion regarding responses and questions from the Sustainability Commission regarding Council requested grass and weeds Ordinance updates.

VII. BOARD AND COMMISSION - LIAISON REPORTS

A. Police Advisory Commission

Council Member Tooson reported that Resolution No. 2024-285 passed here, and he said YPAC was unanimous in support of this. To clarify, the Chair was absent; the co-chair was via zoom; and Commissioner Munroe voted "no". The next meeting is in Council Chambers on January 23, 2025.

B. Human Relations Commission

Council Member King reported that the next meeting is January 16, 2025 and the HRC Chairperson will be at the next Council meeting to present their annual report.

C. Parks and Arts Commission

Council Member McLean stated there is no report, but as he's new to this commission, he hopes to get caught up soon.

D. Sustainability Commission

Council Member Simmons reported that the committee voted to update the Fleet policy and have been working on the Community Resilience Hub Resource Guide. They are also putting together a sub-committee to have conversations and attempt to address the root causes of some of the recent issues. There will be big changes to the Earth Day celebration by extending to multiple days and locations; tentative dates are April 26-27, 2025.

E. Historic District Commission

No report.

F. Planning Commission

Mayor Pro Tem Wilcoxon reported that the next meeting is tomorrow, Wednesday, December 18, 2024.

G. Zoning Board of Appeals

No report.

VIII. LIAISON REPORTS

A. SEMCOG Update

No report.

B. Washtenaw Area Transportation Study

No report.

C. Urban County

No report.

D. Ypsilanti Downtown Development Authority

Mayor Brown reported the next meeting is this Thursday, December 19, 2024.

E. Friends of Rutherford Pool

Mayor Pro Tem Wilcoxon reported that they met last week and have been going over cost-savings measures. They received funding from the Metroparks for swimming lessons, but there were a lot of hoops to jump through and they are looking for alternative funding. It's been a good year and they are looking forward to next year.

IX. COUNCIL PROPOSED BUSINESS

Council Member Tooson -

- Will be absent from January 7th meeting.
- Many thanks to organizations that held Coat Drive at the Parkridge Community Center last weekend, including the Supreme Felons.
- Happy Holidays to everyone!

Council Member King -

- Reminder about Community Chat tomorrow, December 18th, at the Parkridge Community Center for Ward 1. We're hoping for a big turnout!
- Enjoying attending events around the ward.

Council Member Fellows -

- Requestes City Clerk suggest dates for a meeting to discuss Commission process and procedure.
- Bringing attention to the Senate Appropriations Committee's proposed grant of \$50Million for a toxic waste dump, and that there's also another \$1Million grant for a similar project in Ypsilanti. Believes this is a dangerous misuse of funds and encourages everyone to reach out to your local representatives.
- Wants to look at the Sanctuary City Ordinance again in 2025 to bolster the wording.
- We need to promote economic activity and is looking at vendors and street markets as an alternative.

Council Member Simmons -

- Request to add an agenda item - "Discussion to create resolution to support emergency shelters and intentionally asking for regional partners.
- The Women & Men Working for Change Christmas Dinner will be December 23rd from 4pm-7pm; all are welcome to attend!
- Regarding lawns & blight - hoping to discuss this more during the goal sessions and thinking more of constituent services.
- Question - when people are evicted, that process goes through the Sherri's office, as opposed to local Ypsi Police? Attorney Barr indicated that is correct. Simmons expressed concerns and stated there are things we can put in place around evictions to ensure no one has to die.
- After the Care Based Safety presentation, if there is support, would like a resolution. Fellows supported a resolution and Council Members Simmons and Fellows request that staff prepare a draft resolution in

support of CBS. City Manager Hellenga requested the Council Members provide staff some language and direction for the resolution.

Council Member McLean -

- The winter season is here - salt, ice, snow - it doesn't help our roads. We all hear about road problems and I think this will become a bigger issue in spring with the thaw.
- If you celebrate the holidays and give gifts, consider spending some time and money on local businesses...small businesses count on this season.

Mayor Pro Tem Wilcoxen -

- Reminder that proposals for the Dam removal are being put forth and there will be more information in January.
- Thank Chief Hobbs for invitation to Fire Department Celebration last Sunday; it was a wonderful event.

X. COMMUNICATIONS FROM THE MAYOR

- The Fire Department party was a great event, as usual.
- Reminder of the Community Chats: Wednesday, Dec 18th at 6pm at Parkridge and Thursday, December 19th at 8:30am with the DDA.
- The Parkridge Community Center holiday event was so great and highlights our partnership with WCC. Also thanks to the Supreme Felons for the coat drive.
- Talked with Director of College Access & Success. Look for a presentation from them in January with programs that will benefit our community.
- Happy Holidays and hope everyone gets a break to take time for friends and family.
- Looking forward to going into 2025 Strong!

XI. COMMUNICATIONS FROM THE CITY MANAGER

- Reiterate asking Council to schedule monthly meetings with City Manager.
- Reminding Council to forward 2-3 broad priorities to include in budget, thinking of unlimited resources, which will assist in creating a theme of where Council budget priorities will go. That meeting is this Thursday, December 17th.
- A 2025 guide has been put together by DPW Director Wessler. It will be mailed to all 1 and 2 family homes. Residents will also be mailed magnets with the recycling schedule.
- Thanks to Mr. Barr for 43 years of service. No one has done more for city than him and I learned a lot from him. Mr. Barr always handled himself with integrity and exemplifies what civil service means.
- Hoping you are with people you care about and enjoy each other through this holiday season.

XII. COMMUNICATIONS

XIII. PUBLIC COMMENT - CONTINUED (3 MINUTES)

XIV. REMARKS FROM THE MAYOR

Thanking Mr. Barr for his many years of service. We will miss all his historical knowledge.

XV. ADJOURNMENT

A. Resolution adjourning the City Council Meeting.

Mayor Brown adjourned the meeting at 9:34 p.m.

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



REQUEST FOR LEGISLATION
January 7, 2025

For: Mayor and City Council

From: Bonnie Wessler, DPS Director

Subject: Resolution No. 2025-002 adopting Ordinance No. 1441, entitled An Ordinance to Amend Chapter 80, Entitled "Parks and Arts" of the Code of Ordinances upon Second and Final Reading.

SUMMARY & BACKGROUND:

RECOMMENDED ACTION: Approval

ATTACHMENTS:

1. DPW parks arts second reading- Council- RFL_Resolution
2. Resolution No 2024-255 ORD - 2nd Reading of Parks and Arts
3. ParksArts Minutes December 16 2024
4. Ordinance No. 1441 Chapter_80___PARKS_AND_ART _markup 2

CITY MANAGER APPROVAL:

COUNCIL AGENDA DATE: January 7, 2025

CITY MANAGER COMMENTS:

FISCAL SERVICES DIRECTOR APPROVAL:



From: Bonnie Wessler, DPW Director

Subject: Parks and Arts Ordinance update

At the November 26th meeting, Council requested that the Parks and Arts Commission review the proposed changes to the Commission enabling ordinance. Attached are their minutes supporting such changes.

RECOMMENDED ACTION: Approval

ATTACHMENTS: Agreement

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
-



RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

NOW THEREFORE BE IT RESOLVED, THAT Ordinance No. 1441 entitled "Parks and Arts," amending Chapter 80, sections 1-7, be adopted, upon final reading.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

Meeting

Date: December 16, 2024

Time: 6:30pm.

Location: Meeting was held at City Hall 1 South Huron St. Ypsilanti, Mi 48197. It was recorded and hosted by City of Ypsilanti Staff Bonnie Wessler.

1. **Call to Order** Commissioner McAtee called the meeting to order at
2. **Roll Call** Present were Michael McAtee, Cathy Thorburn, Brian Merlos, Aaron Seagraves, Amanda May Moore. Bonnie Wessler Director of Public Works. Absent Ben Connor-Barrie, Abra Beu, Patrick McLean
3. **Document Approvals**
 - A. **Approval of Agenda** Amended to correct date at top of agenda. Acceptance moved by Commissioner Seagraves and seconded by Commissioner Merlos Passed
 - B. **Approval of Minutes** Acceptance moved by Commissioner Merlos seconded by Commissioner Moore Passed.
4. **Audience Participation**-Evan Sweet City Residence, Mike via Zoom
5. **Standing Business-**
 - A. **Internal Commission Business**
 - i. 2024 Annual Report Commissioner Seagraves moved to adopt the report and to send it to the Council and Commissioner Merlos seconded. Passed
It was moved by Commissioner Seagraves to adopt the longer annual report and also include it and Commissioner Merlos seconded Passed.
 - ii. P&A Ordinance update
 - a. Council requested we ensure Ypsilanti city resident voting majority on Commission-Non-residents can still vote but not count as quorum. Moved to accept language from council Commissioner Merlos, seconded Commissioner Seagraves. Passed
6. **Reports**
 - A. **Commission Initiatives**
 - i. Youth Poet Laureate- Questions were raised about the output and benefits to the city. How were the director's hours spent? Did the project occur? Will send back some positive feedback and ask for documentation. Commissioner May Moore will reach out for more information.
 - B. **City Updates**
 - i. **Adopt-a-Park evolution** – Will be discussing more in the next year.
 - ii. **Washtenaw ISD Early On program**- nothing
 - iii. **Special Events Policy**- Presenting to council in January.
 - iv. **Parks and Recreation Master Plan Check-in** wait til the public information session. Contracts have been sent to attorneys.

- v. **City Report** Few events, new metal picnic tables in Recreation, Prospect and Riverside under the pavilions. Grants applied for Riverside Park for stormwater, trails and accessibility. Education regarding Urban Forest presentation possibly before a commission meeting.

C. Friends Groups/Facility Reports/Event Updates

- i. **Rutherford Pool**-Email blast for end of year donation. Pool floor was inspected to conclude the grant funding requirements.
- ii. **Senior Center**-Newsletter was shared out through email
- iii. **Parkridge**- nothing

7. Audience Participation-None

8. Adjournment 7:25

Next meeting: Monday February 16, 2024, 6:30 PM

DRAFT

ORDINANCE NO. 1441

An Ordinance to Amend Chapter 80, Entitled “Parks and Art”

PARKS AND ARTS

Sec. 80-1. Intent.

The intent of this section is to combine the functions of the Ypsilanti Parks Commission and the Art Commission into one commission named the Ypsilanti Parks and Art Commission describe the powers and duties of the Parks and Art Commission.

Sec. 80-2. Ypsilanti Parks and Art Commission.

The Ypsilanti Parks and Art Commission Is hereby established.

Sec. 80-3 Advisory.

The Ypsilanti Parks and Art Commission is strictly advisory. The commission does not have the power to exercise governmental or proprietary authority or perform a governmental or proprietary function and is not subject to the Michigan Open Meetings Act.

Sec. 80-4. Composition.

The Ypsilanti Parks and Art Commission shall consist of not less than three nor more than 11 members, with no more than three two (2) nonresidents ~~nominated by the mayor or two council members and approved by at least five members of city council, to be appointed in accordance with the City Charter.~~ At no time shall nonresidents be appointed such that they will immediately comprise half or more than half of the seated commissioners. Nonresidents shall be voting members, but shall not be counted for quorum.

Sec. 80-5. Term of office.

~~Members shall serve terms of three years. Terms shall be staggered so at least three member terms are rotated each year.~~

Sec. 80-6. By-laws.

The commission shall set its own by-laws, subject to the approval of city council. By-laws shall include ~~as a minimum of at least three members present to make decisions,~~ provisions for officers, meetings, minutes, posting of minutes, procedure and an annual in-person report to city council. Commission by-laws shall be posted on the city web site.

Sec. 80-7. Purpose and powers.

~~The commission shall investigate, review, study, examine and explore and debate all areas concerning the parks in the city and art in the city and provide recommendations to city council on parks and art in the city.~~

The Commission shall act as an advisory body addressing the city parks system, public recreation, and art in public spaces in the City of Ypsilanti.

The Commission shall have the powers as outlined:

1. Guide the update of the City of Ypsilanti master plans for parks, recreation and arts, and provide review and comment on other proposed plans and updates for the City..

-
2. Make recommendations to the City Council regarding all matters pertaining to the parks system, recreation, and artworks within the City.
 3. Study, formulate, and recommend updated standards and general policies on parks infrastructure, public art, art events, and recreation services on city property and advise on the suitability of related City programs, organization, and financial support.
 4. Review publicly proposed projects related to the city parks, recreation, and artwork, including Adopt-A-Park applications.
 5. Assess and inventory the needs in the parks system, recreational opportunities, and park property and make recommendations for improvements to the City Council and for inclusion in planning documents.
 6. Recommend and review public artworks in parks, with capital projects, City property and facilities, and in other public spaces in the City.
 7. Interpret the objectives of the Parks and Arts Commission to the public and report annually to City Council.
 8. Work with public and private partners to expand arts and recreation opportunities.
 9. The commission shall have all the customary powers of an Ypsilanti board or commission to carry out its purpose, but no power to contract, hire or fire or direct any city employee or bind the city without city council approval.



REQUEST FOR LEGISLATION
January 7, 2025

For: Mayor and City Council

From: Bonnie Wessler, DPS Director

Subject: Resolution No. 2025-003 Approving the updated Alternate Fuel Policy recommended by the Sustainability Commission.

SUMMARY & BACKGROUND:

RECOMMENDED ACTION: Approval

ATTACHMENTS:

1. Alternative Fuels- Council- RFL_Resolution
2. Alternative Fuel Policy Electric and Clean Diesel Integration_as recommended

CITY MANAGER APPROVAL:

COUNCIL AGENDA DATE: January 7, 2025

CITY MANAGER COMMENTS:

FISCAL SERVICES DIRECTOR APPROVAL:



From: Bonnie Wessler, DPW Director

Subject: Alternative Fuel Fleet policy

In the enabling ordinance for the Sustainability Commission, they are charged with the task of updating the Alternate Fuel Policy for the City fleet. The current policy was last updated in 2011. The Commission has recommended a briefer policy that essentially directs staff to investigate first electric vehicles; if EVs are not found to be a good fit for the task, then investigate gas/electric hybrids; if hybrids are found to not be a fit, then to investigate full ICE engines.

RECOMMENDED ACTION: Approval

ATTACHMENTS: Agreement

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**
-



RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

Whereas, the Sustainability Commission is charged with the task of updating the Alternate Fuel Policy for the City fleet and the last update was in 2011; and

Whereas, the Commission has recommended a briefer policy that essentially directs staff to investigate first electric vehicles; if EVs are not found to be a good fit for the task, then investigate gas/electric hybrids; if hybrids are found to not be a fit, then to investigate full ICE engines; now therefor be it

RESOLVED, that the Ypsilanti City Council approve the updated Alternate Fuel Policy and authorize the City Manager to sign.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

Alternative Fuel Policy

Effective Date: [Insert Date]

Purpose:

The purpose of this policy is to promote the use of sustainable energy sources and reduce greenhouse gas emissions by integrating electric vehicles and clean diesel fuel into our fleet and operations. This policy outlines the guidelines and objectives for the adoption and management of electric and clean diesel vehicles, ensuring an environmentally responsible and economically viable transition.

Scope:

This policy applies to all departments and employees involved in the procurement, operation, and management of company vehicles and equipment. It covers vehicles operated directly by the city, including cars, trucks, and heavy machinery.

Definitions:

- **Electric Vehicles (EVs):** Vehicles powered entirely by electricity stored in batteries. They produce zero tailpipe emissions.
- **Hybrid Electric Vehicle (HEVs):** are fueled with liquid fuels, like gasoline, but use small batteries to recapture energy otherwise lost during braking (ultimately boosting fuel economy)
- **Clean Diesel Fuel:** Diesel fuel that meets or exceeds advanced emission standards and is formulated to produce lower emissions of pollutants compared to conventional diesel fuel.

Policy Objectives:

1. **Reduce Greenhouse Gas Emissions:** Decrease the city's carbon footprint by increasing the share of electric vehicles and utilizing clean diesel fuel.
2. **Enhance Air Quality:** Minimize air pollution by transitioning to cleaner fuel alternatives.
3. **Promote Energy Efficiency:** Leverage the efficiency of electric and clean diesel vehicles to reduce overall energy consumption.
4. **Support Sustainable Practices:** Encourage practices that align with environmental sustainability.

Guidelines:

1. **Fleet Transition:**
 - **Electric Vehicles:** Gradually increase the percentage of electric vehicles in the city's fleet. Prioritize the replacement of older, less efficient vehicles with EVs during regular fleet renewal cycles.
 - **Hybrid Vehicles:** Where electric vehicles may not be practical or may be unavailable, replace ICE vehicles with hybrids as appropriate for the task.

Alternative Fuel Policy: Electric and Clean Diesel Integration

- **Clean Diesel Vehicles:** When electric or hybrid options are not feasible, opt for vehicles that use clean diesel technology to reduce emissions compared to traditional diesel engines.

2. Procurement:

- **Vehicle Selection:** Evaluate and select vehicles based on their tasks, environmental impact, fuel efficiency, and total cost of ownership. Prefer EVs where suitable and hybrid or clean diesel vehicles for applications where EVs are not practical.
- **Exceptions:** When Clean Diesel and electric vehicle options are not suitable, vehicles will be evaluated for their effective use in the city. This evaluation will include, but is not limited to, Emergency vehicles, and Specialized fleet vehicles. Choice of vehicle will be done to maximize utility, budget, efficiency, and air quality

3. Infrastructure Development:

- **Charging Stations:** Install and maintain electric vehicle charging infrastructure at city facilities to support the adoption and use of EVs.
- **Maintenance and Support:** Develop maintenance procedures for electric and clean diesel vehicles to ensure optimal performance and longevity.

Responsibilities:

- **Fleet Manager:** Oversee the implementation of this policy, including vehicle procurement, infrastructure development, and maintenance.
- **Employees:** Adhere to the guidelines for operating and maintaining electric and clean diesel vehicles and participate in training programs.

Review and Amendments: This policy will be reviewed annually and revised as necessary to reflect changes in technology, regulations, and organizational goals. Feedback from employees and stakeholders will be considered during the review process.

Approval: [Insert Name]

[Insert Title]

[Insert Date]



REQUEST FOR LEGISLATION
January 7, 2025

For: Mayor and City Council

From: Patrick McLean, Council Member, Nicole Brown, Mayor

Subject: Resolution No. 2025-004 recognizing the life and work of President Jimmy Carter, celebrating him as a role model for leaders both in and out of government, and declaring January 9, 2025 as a Citywide Day of Mourning, to coincide with President Biden's National Day of Mourning,

SUMMARY & BACKGROUND:

RECOMMENDED ACTION: Approval

ATTACHMENTS:

1. Resoution Pres Carter

CITY MANAGER APPROVAL:

COUNCIL AGENDA DATE: January 7, 2025

CITY MANAGER COMMENTS:

FISCAL SERVICES DIRECTOR APPROVAL:



RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

Whereas, President Carter lived a life that exemplified public service. Through his many roles, including President, Lieutenant in the US Navy, and founder of the Carter Center, Jimmy Carter provided an example of how to live a life that puts others first; and

Whereas, after returning from military service President Carter revived his family's peanut-growing business, opposing racial segregation, and became an activist in the Democratic Party pushing to further the civil rights movement; and

Whereas, several years later President Carter was then elected to serve as Georgia's Governor, attracting attention to ecology, efficiency in government, and removal of racial barriers; and

Whereas, the founding of the Carter Center has played a key role in eradicating diseases and promoting free and fair elections throughout the world; and

Whereas, President Carter announced his candidacy for President in 1974, eventually winning the election with 297 electoral votes; and

Whereas, President Carter worked hard to combat the continuing economic woes of inflation and unemployment.

Whereas, to combat an energy shortage President Carter established a national energy policy, prompted government efficiency through civil service reform, created the Department of Education, bolstered the Social Security system, and appointed a record number of women and people of color; and

Whereas, President Carter took on the seemingly intractable challenge of Middle East peace, securing the Camp David Accords in 1978 which significantly reduced conflict in this fractured region over the last five decades; and

Whereas, as president, Jimmy Carter made human rights a cornerstone of US foreign policy, and in the process pushed dictatorships, particularly in the western hemisphere, toward meaningful reform; and

Whereas, President Carter was awarded the Nobel Peace Prize for work to find peaceful solutions to international complects, to advance democracy and human rights, and to promote economic and social development; now therefore, be it

Resolved, that the Ypsilanti City Council recognizes the life and work of President Jimmy Carter on behalf of all Americans and those around the world and celebrates President Carter as a role model for leaders both in and out of government, be it further

Resolved, in honor and tribute to the memory of President James Earl Carter, Jr., and as an expression of public sorrow, the Ypsilanti City Council declares January 9, 2025 as a Citywide Day of Mourning, to coincide with President Biden's National Day of Mourning, be it further

Resolved, that Council hereby direct all flags within the City of Ypsilanti be displayed at half-staff for a period of thirty days from the day of President Carter's death.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:



REQUEST FOR LEGISLATION
January 7, 2025

For: Mayor and City Council

From: Tracey Boudreau, City Clerk

Subject: Resolution No. 2025-005 Authorizing an increase of \$7,000 to account number 101-7-2621-757-00 to cover the grant purchases for the Clerk's Department and also add the same amount to revenue account 101-4-2621-539-00, until the funds are reimbursed by the Federal Election Security Grant.

SUMMARY & BACKGROUND:

RECOMMENDED ACTION: Approval

ATTACHMENTS:

1. RFL Clerk Funds Request for Security Grant
2. Resolution No. 2025-005 Election Security Grant
3. Pictures of Items for Grant Funds
4. HAVA Security Grant Specifications

CITY MANAGER APPROVAL:

COUNCIL AGENDA DATE: January 7, 2025

CITY MANAGER COMMENTS:

FISCAL SERVICES DIRECTOR APPROVAL:



January 7, 2025

REQUEST FOR LEGISLATION

For: Mayor and City Council

From: Tracey Boudreau, City Clerk

Subject: Supplemental Allocation for State of Michigan Security Grant Reimbursement

SUMMARY & BACKGROUND:

The Secretary of State's Bureau of Elections is offering municipalities an Election Security Reimbursement Grant, through HAVA (Help America Vote Act) funds.

Each municipality is allowed up to \$1,000, per precinct, in reimbursable funds for specific purchases to shore up and increase Election Security.

The City of Ypsilanti is eligible for up to \$7,000 in reimbursable grant funds. The Clerk's office wishes to purchase security equipment, including security carts and encrypted USB's. The funds will be reimbursed in May, after the Grant program closes. Therefore, the Clerk's Office requests that City Council approve a budget amendment by adding \$7,000 to the General Fund, Voter Registration, Operating Supplies, account 101-7-2621-757-00 and the same amount to revenue account 101-4-2621-539-00. Please note, this is a net zero change to the budget, since all funds will be reimbursed by the grant.

RECOMMENDED ACTION: Approval

ATTACHMENTS: Resolution
Grant Specifications & Samples of Items for Purchase

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: _____

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____



Whereas, The City of Ypsilanti is eligible for up to \$7,000 in funds from a Federal Election Security Grant under the Help America Vote Act; and

Whereas, this is a reimbursement grant and funds must be expended to be eligible; and

Whereas, the funds to be expended will be reimbursed, so there is a net zero change to the Budget; now therefore be it

RESOLVED, that City Council approve an increase of \$7,000 to account number 101-7-2621-757-00 to cover the grant purchases and also add the same amount to revenue account 101-4-2621-539-00, until the funds are reimbursed by the Federal Election Security Grant.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:



[Enlarge & Video](#)

WELDED SECURITY CARTS

Transport valuable tools and equipment while providing security.

- All-welded steel construction. Lockable double doors.
- See-through mesh panels for visibility and ventilation.
- Solid steel shelf adjusts in 2 1/2" increments.
- 6" casters: 2 lockable swivel, 2 rigid.
- Optional [Padlocks](#) available.

WELDED SECURITY CARTS

Red or Blue

MODEL NO.	OVERALL DIMS L x W x H	SHELF DIMS L x W	LOAD CAPACITY	WHEEL TYPE	SHELF QTY.	WT. (LBS.)	PRICE EACH		ADD TO CART
							1	3+	
H-6128	54 x 28 x 58"	48 x 24"	3,000 lbs.	Polyurethane	2	244	\$1,330	\$1,310	Specify Color
H-6129	66 x 34 x 58"	60 x 30"					1,490	1,460	Specify Color

SHIPS ASSEMBLED VIA MOTOR FREIGHT

SECURITY CARTS FOR ELECTION EQUIPMENT



Kingston Ironkey Locker+ 50 16GB Encrypted USB Flash Drive | USB 3.2 Gen 1 | XTS-AES Protection | Multi-Password Security Options | Automatic Cloud Backup | Metal Casing | IKLP50/16GB,Silver

[Visit the Kingston Store](#)

4.5 ★★★★★ 403 | [Search this page](#)

Amazon's Choice

200+ bought in past month

-13% \$27⁹⁹

List Price: \$31.99 ⓘ

✓prime Two-Day

FREE Returns ▼

Save up to 4% with business pricing. Sign up for a free Amazon Business account
Get a \$80 Amazon Gift Card instantly upon approval for the Prime Store Card. No annual fee.

Size: 16GB

16GB	32GB	64GB	128GB	256GB
\$27.99	\$32.99	\$59.99	\$119.99	\$154.99
✓prime	✓prime	✓prime	✓prime	✓prime

ENCRYPTED USB FLASH DRIVES FOR ELECTION DAY EQUIPMENT – EPB LAPTOPS

2024 Supplemental Grant: Physical Security and Election Resiliency

Supplemental reimbursement is now available for security and resiliency enhancements for the November 2024 election season.

The Department of Homeland Security Cybersecurity and Infrastructure Security Agency (CISA) recently published a Physical Security Checklist for Election Offices and an Election Infrastructure Cybersecurity Readiness and Resilience Checklist. To help local election officials implement these and other security measures, and to pay for additional security enhancements that were not part of the early voting grant funding, the Michigan Department of State is making HAVA election security funding available to reimburse costs.

Security and resiliency costs are reimbursable for measures taken before election day, on election day, and during post-election processes such as canvasses, recounts, and audits. Costs are also reimbursable for securing various election-related facilities, including clerk's offices, satellite clerk locations, absent voter ballot drop boxes, absent voter ballot processing locations, early voting locations, polling places, receiving board locations, facilities used for canvasses, recounts, and audits, and storage facilities.

The costs of additional voting equipment purchased to enhance back up security response are also reimbursable.

Clerks encouraged to review CISA documents published in September 2024 and opportunities to utilize security funding:

- Physical Security Checklist, available at: <https://www.cisa.gov/sites/default/files/2024-09/Physical-Security-Checklist-for-Election-Offices-508.pdf>
- Resiliency and Cyber Security Readiness and Resilience Checklist, available at: <https://www.cisa.gov/sites/default/files/2024-09/Readiness-and-Resilience-Checklist-for-Election-Offices-508%20%282%29.pdf>

The federal reimbursement funds for each local jurisdiction will be "passed through" the Michigan Department of State. The funding source for this grant is the Help America Vote Act (HAVA) Election Security Grant, CFDA 90.404. Award recipients and sub-recipients must adhere to all applicable federal requirements including Office of Management and Budget (OMB) guidance: Title 2 C.F.R. Subtitle A, Chapter II, Part 200-Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 C.F.R. § 200). More information regarding these requirements can be obtained from the United States Office of Management and Budget's website at: [Circulars | OMB | The White House](#)

Reimbursement for Purchases and Costs

Reimbursement Amounts

Municipalities: eligible for reimbursement of purchase up to \$1,000 per 2024 precinct*

Counties: eligible for reimbursement up to \$100 per 2024 municipal precinct* in county

**AV counting boards not considered additional precincts for purposes of reimbursement.*

Jurisdictions confirm eligibility by reviewing the “Eligibility” tab of the Security Grant Workbook.

Reimbursement requests should not exceed the amount listed in your application. If you purchased an item above the total reimbursement amount, you may receive partial reimbursement for that amount. For example, if you are eligible for \$2,000 and purchase 2 items that total \$2,100. You should submit documentation for only those 2 items. You will be reimbursed 100% for one and a portion of the second up to the max eligible reimbursement amount.

Reimbursement Requirements

Costs are reimbursable if incurred between **October 1, 2024, and February 28, 2025**. HAVA election security funds have been set aside to ensure funding if all jurisdictions and counties seek maximum reimbursement.

Counties and jurisdictions must submit this form, required receipts and/or invoices, inventory tracking, and necessary documentation to ensure purchasing requirements are met. All reimbursement requests exceeding \$30,000 must provide a Unique Entity Identifier (UEI) number. Any monies received from reimbursement **MUST** be recorded as federal funding.

Purchasing Requirements

Jurisdictions must comply with state contract with federal terms & conditions. Requests that do not follow these guidelines will be rejected and unallowed. For your convenience the State of Michigan has negotiated contracts for participating local government units to use which can be reviewed at: MiDEAL contracts

Reimbursement value	Solicitation method requirement	Solicitation type	Public posting requirement	Solicitation process
\$5,000 or less	Alternative competitive bidding	n/a	No posting requirement	Verbal, electronic, or online. Due diligence is encouraged to obtain the best pricing, including multiple bids when practicable.
\$5,000.01 - \$50,000.00	Informal competitive bidding	Request for Quote (RFQ)	RFQs may, but are not required, to be posted <u>publicly</u> or purchasing professional contacts vendors and obtains written quotes.	Purchasing professional must make reasonable effort to contact all viable vendors (a minimum of three viable vendors) that provide the good or service and obtain viable written quotes and justify why the vendors were selected. If there are not at least three viable vendors, the purchasing professional must document and explain. Additionally, the decision of award must be documented.
\$50,000.01 or greater	Formal competitive bidding	Request for Proposals (RFP)	RFP (\$50K+) must be posted publicly for at least 14 calendar days.	Purchasing professional completes the RFP using required and appropriate forms and attachments and posts the solicitation to the public.

Submission

A complete reimbursement request consists of the following items:

1. Electronic submission through this form [2024 Security Grant Reimbursement Form \(office.com\)](#) documenting reimbursement totals.
2. Complete [Security workbook](#) listing itemized costs of reimbursement expenses and calculations needed for the 2024 Security Grant submission form. Wages for contract or hired employees must be listed on the Workbook Wages tab.
3. [Security Grant Reimbursement Clerk & CFO Certification](#) acknowledging understanding of federal grant and reimbursement requirements (both pages must be submitted) and
4. All invoices, receipts and necessary proof of payment supporting reimbursement requests. Invoices should specifically cover and indicate the items requested for reimbursement. Documentation submitted should be limited only to the items requested for reimbursement. Please do not submit or redact any information not necessary for the application to be processed. If documentation is to support wage reimbursement, contract wages can be covered by an invoice and proof of payment of invoice. Wages from an employee can be covered by supplier payroll statements and proof of payment of payroll.
5. If you request reimbursement for equipment, [certification of adherence to the Subrecipient Election Equipment Monitoring Policy](#).

All supporting documentation must be submitted to BOEReimbursement@michigan.gov by **May 30, 2025**.

The reimbursement submission period will open after the November election so some of the links above will not be available until the reimbursement period opens. Once a complete submission is received, processing of reimbursements is expected to begin on a rolling basis in early 2025. A submission is considered complete when all four elements listed above are submitted. Both clerk and chief financial officer information and signature are required on the reimbursement form. It is suggested that your chief financial officer should be made aware of your participation in this Federal Grant Reimbursement program prior to proceeding with any purchases.

If you are uncertain whether a purchase qualifies within one of these expense categories, contact BOEReimbursement@michigan.gov with subject line: *Security Grant: Eligible Expenses*

Examples of Reimbursable Costs

Below are examples of physical security and cybersecurity/resiliency costs that are reimbursable. Some of the costs below may instead be reimbursable through the Prop 22-2 drop box and/or security camera reimbursement programs. Costs for installing drop boxes lighting and cameras for drop boxes should first be submitted under the drop box/security reimbursement program. Security costs associated with early voting that were part of early voting grant applications will be reimbursed under early voting grant reimbursements. Supplemental security costs for both drop boxes and early voting, which are not already paid for out of those grant programs, may be reimbursable under the security grant.

- A. **Physical Security for Voting/Election Facilities and Locations** Available MiDEAL Contracts Security cameras (drop boxes: first submit under drop box/security camera reimbursement) Lighting (drop boxes: first submit under drop box/security camera reimbursement)
- B. Access controls (locks, keycards, etc)
- C. Alarm/emergency alert systems
- D. External/internal security barriers, anchoring, windows
- E. Layout and signage improvements
- F. Mail handling security and protective equipment
- G. Communications equipment

Cybersecurity and Resilience# Available MiDEAL Contracts

- Backup generators/batteries
- Network/Endpoint security
- Backup internet/wifi/network/server equipment
- Protective cases for equipment
- Equipment locks and seals
- Multi-factor authentication tokens
- RFID/GPS security tags

Storage#

- Ballot containers, test ballot bags and memory pack bags
- Temperate storage
- Safes, lockboxes, secure shelving/filing cabinets
- Small construction projects (e.g. storage closet, doors)
- Archival items (e.g. boxes, bags)

Personnel/Testing/Assessments# Available MiDEAL Contracts

- Security/law enforcement personnel
- IT provider costs for additional coverage
- Security assessments/penetration testing
- Security training/exercises

Voting equipment and peripherals#

To reimburse for voting equipment, picture of serial number and serial number listed on Security Workbook must be provided and certification that you have reviewed and will adhere to the Election Equipment Monitoring policy.

Standard Certifications

Certification Regarding Lobbying for Contracts, Grants, Loans and Cooperative Agreements

The authorized official certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Certification Regarding Trafficking in Persons

The undersigned certifies to his or her understanding that this grant is subject to the requirements of Section 106(g) of the Trafficking Victims Protection Act of 2000, as amended (22 U.S.C. § 7104) as follows:

1. Provisions applicable to recipient that is a private entity
 - a. You as the recipient, your employees, subrecipients under this award, and subrecipients' employees may not:
 - i. Engage in sever forms of trafficking in persons during the period of time that the award is in effect;
 - ii. Procure a commercial sex act during the period of time that the award is in effect; or
 - iii. Use forced labor in the performance of the award or subawards under the award.
 - b. We as the federal awarding agency may unilaterally terminate this award, without penalty, if you or a subrecipient that is a private entity.
 - i. Violates a prohibition in paragraph A of this award term; or
 - ii. Has an employee who violates a prohibition in paragraph A of this award term through conduct that is either:
 1. Associated with performance under this award; or
 2. Imputed to you or the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR Part

180, "OMB guidelines to Agencies on Government-wide Debarment and Suspension (Nonprocurement)".

2. Provisions applicable to a recipient other than a private entity. We as the Federal awarding agency may unilaterally terminate this award, without penalty, if a subrecipient that is not a private entity-
 - a. Is determined to have violated an applicable prohibition of paragraph I.A of this award term; or
 - b. Has an employee who is determined by the agency official authorized to terminate the award to have violated an applicable prohibition in paragraph I.A of this award term through conduct that is-
 - i. Associated with performance under this award; or
 - ii. Imputed to you using the standards and due process for imputing conduct of an individual to an organization that are provided in 2 CFR Part 180, "OMB 12 Guidelines to Agencies on Government-wide Debarment and Suspension (Nonprocurement)," as implemented by our agency at 2 CFR Part 2200.
3. Provisions applicable to any recipient.
 - a. You must inform us immediately of any information you receive from any source alleging a violation of a prohibition in paragraph I A of this award term.
 - b. Our right to terminate unilaterally that is described in paragraph (I) and (2) of this section:
 - i. Implements section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), as amended (22 U.S.C. 7104(g)), and
 - ii. Is in addition to all other remedies for noncompliance that are available to us under this award.
 - c. You must include the requirements of paragraph I A of this award term in any subaward you make to a private entity.
4. Definitions. For purposes of this award term:
 - a. "Employee" means either:
 - i. An individual employed by you or a subrecipient who is engaged in the performance of the project or program under this award; or
 - ii. Another person engaged in the performance of the project or program under this award and not compensated by you including, but not limited to, a volunteer or individual whose service are contributed by a third party as an in-kind contribution toward cost sharing or matching requirements.
 - b. "Forced labor" means labor obtained by any of the following methods: the recruitment, harboring, transportation, provision, or obtaining of a person for labor or services, through the use of force, fraud, or coercion for the purpose of subsection to involuntary servitude, peonage, debt bondage, or slavery.
 - c. "Private entity":
 - i. Means any entity other than a State, local government, Indian tribe, or foreign public entity, as those terms are defined in 2 CFR §175.25.
 - ii. Includes:
 1. A nonprofit organization, including any non-profit institution of higher education, hospital, or tribal organization other than one included in the definition of Indian tribe at 2 CFR § 175.25(b).
 2. A for-profit organization. d. "Severe forms of trafficking in persons," "commercial sex act," and "coercion" have the meanings given at section 103 of the TVPA, as amended (22u.s.c. § 7102)



2024 Security Grant Reimbursement Clerk & CFO Certification

The signature on this reimbursement claim form by the Clerk and Chief Financial Officer attest to the intent of the recipient or sub-recipient to comply with all applicable federal requirements in addition to the standard certifications contained in Attachment A.

I hereby certify that the costs listed in this claim meet the requirements for this federal grant reimbursement program and are not costs paid by the local jurisdiction in the past. I further certify that documents which support the claimed expenditures are available in my office and will be retained until September 2031 for inspection and audit when required by the Michigan Department of State.

County or Local clerk to sign this section

Printed name of Clerk Tracey L. Boudreau	
Signature of Clerk	Date (MM/DD/YYYY)

Chief Financial Officer or equivalent role to sign this section. If equivalent role, list position name.

Printed name of Chief Financial Officer Rheagan Basabica	
Signature of Chief Financial Officer	Date (MM/DD/YYYY)

Personally identifiable information collected on this form is limited to what is needed to complete your transaction. As a public body, MDOS is subject to the Michigan Freedom of Information Act (FOIA), MCL 15.231 et seq., and information such as a name or address may be disclosed in response to a FOIA request. For other ways your information may be used, visit [Michigan.gov/SOS/Policies](https://michigan.gov/SOS/Policies).

2024 Security Grant Reimbursement Form

Complete this form to submit necessary reimbursement information for 2024 Security Grant Reimbursement Costs.

We can only accept ONE claim for your county or jurisdiction.

Costs reimbursable if incurred between October 1, 2024, and February 28, 2025. HAVA election security funds have been set aside to ensure funding if all jurisdictions and counties to seek maximum reimbursement.

DUE DATE 5/30/2025

* Required

County/Jurisdiction Information

Please enter information specific to your county

1. What is the name of your County? *

Select your answer



2. Enter Jurisdiction name (if applicable)

Enter your answer

3. What is your BOE UIN number? *

Visit this link to find your correct code: <https://mielections.csod.com/ui/lms-learning-details/app/material/3ff1c033-c5ba-4208-a136-1f79183285f4>

Enter your answer

4. Clerk name *

Enter your answer

5. What is the email address to use for reimbursement correspondence? *

Enter your answer

6. What is the phone number to use for reimbursement correspondence? *

Enter your answer

7. Name, email and phone number of your Chief Financial Officer or equivalent position *

Enter your answer

8. What is the max reimbursement amount you are eligible for? *

The value must be a number

9. What is the amount of your reimbursement request? *

The value must be a number

10. If reimbursement request is over \$30,000, enter your Unique Entity ID (UEI) number

Enter your answer

11. This federally funded program is also subject to the Single Audit Act of 1984, which requires entities that receive \$750,000 or more in federal financial assistance in a single year from any combination of federal programs comply with the audit requirements of OMB Circular A-133. This will require a Single Audit and/or a certification of a Single Audit to be completed by the local jurisdiction. Please indicate if your jurisdiction will receive \$750,000 or more in federal financial assistance during the current fiscal year by stating yes or no below.

- ☐ Yes, my county or jurisdiction WILL receive \$750,000 or more in federal financial assistance from any combination of federal programs during the current fiscal year and will complete a Single Audit and/or a certification of a Single Audit.
- ☐ No, my county or jurisdiction WILL NOT receive \$750,000 or more in federal financial assistance from any combination of federal programs during the current fiscal year.

12. You must complete the Security Workbook form located in Elearning. The form lists the items requested for reimbursement, the cost of this item and the serial number if equipment is the requested reimbursement item. You must submit these items by email to: BOEReimbursement.michigan.gov.

Will you send your documentation to BOEReimbursement.michigan.gov?
*directions will be on the final page **

☐ Yes

13. You must submit Proof of Payment of items requested for reimbursement in your Security Workbook for this claim entry to be considered complete. You must submit these items by email to: BOEReimbursement.michigan.gov.

Will you send your documentation to BOEReimbursement.michigan.gov?

directions will be on the final page

*

Proof of Payment can be an export from your payroll system in the form of a PDF or Screenshot.
This is what we need as a verification of payment for wages

☐ Yes



This content is created by the owner of the form. The data you submit will be sent to the form owner. Microsoft is not responsible for the privacy or security practices of its customers, including those of this form owner. Never give out your password.

Microsoft Forms | AI-Powered surveys, quizzes and polls [Create my own form](#)

[Privacy and cookies](#) | [Terms of use](#)



REQUEST FOR LEGISLATION
January 7, 2025

For: Mayor and City Council

From: Amber Fellows, Council Member, Desirae Simmons, Council Member

Subject: Resolution No. 2025-006 Directing City Staff to Create a Comprehensive City Council Member Onboarding Process.

SUMMARY & BACKGROUND:

RECOMMENDED ACTION: Approval

ATTACHMENTS:

1. Resolution No. 2025-006 City Council Onboarding

CITY MANAGER APPROVAL:

COUNCIL AGENDA DATE: January 7, 2025

CITY MANAGER COMMENTS:

FISCAL SERVICES DIRECTOR APPROVAL:



**A Resolution Directing City Staff to Create a Comprehensive City Council
Member Onboarding Process**

WHEREAS, the City of Ypsilanti is committed to ensuring newly elected or appointed City Council members have the resources and support to effectively participate in city governance; and

WHEREAS, an effective onboarding process will equip new Council members with the tools, knowledge, and connections to contribute to decision-making; and

WHEREAS, the City Council recognizes the importance of clear expectations to help new members fulfill their responsibilities,

NOW, THEREFORE, BE IT RESOLVED, that City staff develop an onboarding process for new City Council members that includes:

1. Information Packet - City staff will provide new Council members with a digital packet containing:

- **City Charter, Ordinances, and Budget**
- **Committee Structure, Meeting Procedures, and Contact Information for Key Staff**
- **Ethics Guidelines and Conflict of Interest Policies**
- **Community Demographics and Key Issues**
- **Ongoing Ward Projects and Constituent Needs**

2. Orientation Sessions - City staff will provide orientation for new Council members including:

- **Overview of City Operations and Staff Roles**
- **Explanation of Decision-Making Processes**

3. Training Sessions - City Staff will provide new Council members with training on:

- **Parliamentary Procedure and Meeting Protocols**
- **Conflict Resolution and Open Meetings Act**

4. Mentorship and Networking - City staff will arrange for new Council members to be offered to pair with experienced Council members as mentors and to meet with community leaders and stakeholders.

5. Committee Assignments - City staff will provide New Council members with clear explanations of committee roles and responsibilities.

6. Clear Expectations - City staff will provide new Council members with clear expectations that include:

- **Attendance and Participation Requirements**
- **Communication Protocols**
- **Agenda Setting Deadlines**

7. Protocol for Contacting Newly Elected Members

- **Initial Contact:** The City Clerk's office will contact new members within two business days of election certification and outline onboarding steps.
- **Administrative Paperwork:** New members will complete necessary forms (oath of office, conflict of interest) prior to their first meeting.
- **Orientation Scheduling:** The City Clerk's office will schedule initial orientation and connect new members with mentors.

8. Ongoing Support - City staff will provide continued training and regular check-ins throughout the first year.

BE IT FURTHER RESOLVED, that the City Manager and relevant staff will work to ensure the onboarding process is efficient, comprehensive, and tailored to the needs of new Council members.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:



REQUEST FOR LEGISLATION
January 7, 2025

For: Mayor and City Council

From: Amber Fellows, Council Member, Desirae Simmons, Council Member

Subject: Resolution No. 2025-007 Requesting Washtenaw County Allocate Funds Toward the Establishment and Operation of a Permanent Shelter in Ypsilanti for Individuals Experiencing Homelessness.

SUMMARY & BACKGROUND:

RECOMMENDED ACTION: Approval

ATTACHMENTS:

1. Resolution No. 2025-007 Requesting County Shelter Funding

CITY MANAGER APPROVAL:

COUNCIL AGENDA DATE: January 7, 2025

CITY MANAGER COMMENTS:

FISCAL SERVICES DIRECTOR APPROVAL:



A Resolution to Request Washtenaw County Allocate Funds Toward the Establishment and Operation of a Permanent Shelter in Ypsilanti for Individuals Experiencing Homelessness

WHEREAS, homelessness is a growing and urgent issue in Washtenaw County: in 2020, an estimated **2,800** people experienced literal homelessness and sought emergency shelter, with 38% of them being families with young children, underscoring the critical need for expanded shelter and services; and

WHEREAS, the **2024 Point-in-Time Count** conducted by the U.S. Department of Housing and Urban Development reported over **770,000** people experiencing homelessness nationwide, an **18% increase** from 2023, which reflects a troubling trend of rising homelessness in Washtenaw County and across the nation; and

WHEREAS, an outsized proportion of those without shelter are from historically marginalized communities, including **people of color, disabled, and LGBTQ+ individuals**, who often face compounded barriers to accessing stable housing and supportive services; and

WHEREAS, the City of Ypsilanti has demonstrated a commitment to addressing homelessness by opening the **Ypsilanti Freight House** to the **Daytime Warming Shelter** and allocating **\$50,000** in funding for winter services, showing a proactive approach to providing immediate relief; and

WHEREAS, Washtenaw County's **Public Safety and Mental Health Preservation Millage** is a recently renewed, voter-approved homeowner tax that generates vital funding for mental health and substance use treatment programs, resources that could be leveraged to help individuals experiencing homelessness, many of whom face significant mental health and substance use challenges; and

WHEREAS, **Washtenaw County Community Mental Health (WCCMH)** operates a **24/7 crisis center** at **750 Towner St** in Ypsilanti, funded through the millage, which has the potential to be an essential resource in addressing homelessness but is currently closed to the public; and

WHEREAS, local hospitality houses, churches, and service organizations are vital in addressing immediate shelter needs, but a permanent shelter is necessary to provide long-term solutions for individuals experiencing homelessness, focusing on both emergency housing and pathways to permanent housing; and

WHEREAS, the City of Ypsilanti recognizes the importance of a permanent shelter in supporting individuals who are homeless, providing not only a safe place to stay but also essential services to support their transition to stable, permanent housing,

NOW, THEREFORE, BE IT RESOLVED, by the City of Ypsilanti, as follows:

1. Request Funding from Washtenaw County

The City of Ypsilanti requests that the Washtenaw County Board of Commissioners allocate funding for the establishment and operation of a permanent shelter in the City of Ypsilanti for individuals experiencing homelessness in Ypsilanti and across the County. The funding will be used for:

- **Capital investment** in the construction or renovation of shelter facilities.
- **Annual operational funding** for essential services, including housing navigation, case management, mental health services, and substance use recovery.

2. Collaboration with Washtenaw County and Local Partners

The City of Ypsilanti commits to working with **Washtenaw County**, the **Office of Community and Economic Development (OCED)**, **Community Mental Health (WCCMH)**, and other local service providers to ensure that the shelter offers comprehensive, integrated services for individuals with mental health and substance use challenges. This includes leveraging existing resources from the **Public Safety and Mental Health Preservation Millage** to provide necessary care and treatment.

3. Resident Input and Community Engagement

The City of Ypsilanti acknowledges that resident input is critical to the successful development of the shelter. To ensure the shelter meets the needs of the community, the City will:

- **Conduct public hearings** and community meetings to gather input from Ypsilanti residents, including those with lived experience of homelessness.
- **Engage marginalized and vulnerable groups**, including people of color, disabled, and LGBTQ+ individuals, to ensure the shelter is responsive to the unique needs of these communities.
- Incorporate feedback from local stakeholders, including service providers, advocacy groups, and faith-based organizations, to guide the shelter's design and service offerings.

4. Shelter Development and Timeline

The City of Ypsilanti will collaborate with Washtenaw County, OCED, and WCCMH to identify an appropriate site for the shelter and suggests the following development timeline:

- **Phase 1** (6 months): Conduct a needs assessment, engage residents and stakeholders, and determine community needs.
- **Phase 2** (6-12 months): Select a site and finalize design plans for shelter construction or renovation.
- **Phase 3** (12-18 months): Begin construction or renovation of shelter facility.
- **Phase 4** (18-24 months): Staff the shelter and establish service partnerships.
- **Phase 5** (24-30 months from approval): Open the shelter for operation.

5. Oversight and Management

A dedicated committee will be formed to oversee the shelter’s development and ongoing operation, including representatives from the City of Ypsilanti, WCCMH, local residents, and homelessness service providers. This committee will ensure the shelter effectively meets the needs of homeless individuals and families, with a focus on dignity, safety, and long-term housing solutions.

6. Monitoring and Reporting

The City of Ypsilanti will work with Washtenaw County and other stakeholders to establish monitoring and evaluation systems for the shelter. This will include tracking shelter utilization, successful transitions to permanent housing, and client satisfaction. An annual report will be submitted to the City Council detailing shelter outcomes and performance.

7. Long-Term Homelessness Strategy

The permanent shelter will be a key part of a comprehensive strategy to reduce homelessness in Ypsilanti and Washtenaw County, which will include investments in affordable housing, homelessness prevention programs, and long-term housing solutions. The City will continue to advocate for additional resources and policies that support these efforts at the local, state, and federal levels.

BE IT FURTHER RESOLVED, that this resolution is forwarded to the Washtenaw County Board of Commissioners and to WCCMH’s office, and that the City of Ypsilanti City Council will continue to collaborate with Washtenaw County, local service providers, and the community to ensure the shelter is fully integrated into a regional approach to addressing homelessness and providing long-term solutions for individuals in need.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:



REQUEST FOR LEGISLATION
January 7, 2025

For: Mayor and City Council

From: Amber Fellows, Council Member, Desirae Simmons, Council Member

Subject: Resolution No. 2025-008 Requesting the Washtenaw County Board of Commissioners Commit Funding for an Unarmed Crisis Response Program and Directing the City of Ypsilanti to Develop an RFP for the Program.

SUMMARY & BACKGROUND:

RECOMMENDED ACTION: Approval

ATTACHMENTS:

1. Resolution No. 2025-008 Requesting County Funding for Unarmed Response Program

CITY MANAGER APPROVAL:

COUNCIL AGENDA DATE: January 7, 2025

CITY MANAGER COMMENTS:

FISCAL SERVICES DIRECTOR APPROVAL:



A Resolution Requesting the Washtenaw County Board of Commissioners Commit Funding for an Unarmed Crisis Response Program and Directing the City of Ypsilanti to Develop an RFP for the Program

WHEREAS, the City of Ypsilanti recognizes the urgent need for public safety strategies that prioritize care, prevention, and harm reduction, addressing the root causes of crime, mental health crises, substance use, and homelessness; and

WHEREAS, traditional law enforcement has not adequately addressed crime and related public health issues in Washtenaw County, highlighting the need for alternative, care-based safety strategies that reduce harm and improve community outcomes; and

WHEREAS, a non-punitive, unarmed crisis response program can reduce reliance on police interventions, offering compassionate responses to mental health and substance-use crises, while preventing criminal justice involvement and connecting individuals to appropriate care; and

WHEREAS, Washtenaw County's **Public Safety and Mental Health Preservation Millage** provides funding for mental health and crisis intervention services, and **Washtenaw County Sheriff's Office** and the **County Prosecutor's Office** could also support funding these initiatives; and

WHEREAS, several unarmed crisis response programs across the country have demonstrated success in de-escalating crises, reducing emergency room visits, and connecting individuals to long-term care; and

WHEREAS, a coordinated triage process between the unarmed crisis response program, Emergency Medical Services (EMS), and police departments is necessary to implement a new unarmed crisis response program effectively, with clear protocols for collaboration and referral when needed.

NOW, THEREFORE, BE IT RESOLVED, that the Ypsilanti City Council:

1. Request for Funding from Washtenaw County

Requests that the Washtenaw County Board of Commissioners allocate funding for the establishment of an **Unarmed Crisis Response Program** in Ypsilanti or Washtenaw County as a whole, utilizing resources from the **Public Safety and Mental Health Preservation Millage** and exploring potential funding from the **Washtenaw County Sheriff's Office** and the **County Prosecutor's Office**. The program will focus on non-police interventions for mental health and substance use crises, with an emphasis on prevention, harm reduction, and long-term care.

2. Development of RFP

Directs City staff to develop a **Request for Proposal (RFP)** for the Unarmed Crisis Response Program, which should:

- Prioritize trauma-informed, non-coercive interventions to support individuals in crisis.
- Involve input from residents and the Ypsilanti Human Relations Commission to ensure alignment with community needs.
- Establish clear goals, measurable outcomes, and performance metrics, including reducing police involvement and improving community safety.

3. Coordination and Triage

The program will be designed with a coordinated triage process between unarmed crisis responders, EMS, and police departments. This will ensure appropriate interventions based on the severity of the crisis, with protocols for referral and collaboration when necessary to provide comprehensive care and reduce system-level burdens.

4. Collaboration and Implementation

City staff will collaborate with Washtenaw County, local mental health service providers, harm reduction specialists, EMS, and community-based organizations to ensure effective, equitable, and sustainable program implementation.

5. Monitoring and Reporting

The City will track program outcomes, including reductions in law enforcement involvement, improved engagement with mental health services, and overall community safety. Regular progress reports will be provided to the City Council.

BE IT FURTHER RESOLVED, that this resolution is forwarded to the Washtenaw County Board of Commissioners, the County Sheriff's Office and the County Prosecutor's Office, and that the City of Ypsilanti is committed to a public-health-based model that addresses root causes of crime, and fosters collaboration between public safety agencies to improve overall outcomes for individuals in crisis.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:



REQUEST FOR LEGISLATION
January 7, 2025

For: Mayor and City Council

From: Patrick McLean, Council Member, Nicole Brown, Mayor

Subject: Discussion regarding city plans for promoting the earned income tax credit and supporting those Ypsilanti residents eligible to claim the credit.

SUMMARY & BACKGROUND:

RECOMMENDED ACTION: Discussion

ATTACHMENTS:

CITY MANAGER APPROVAL:

COUNCIL AGENDA DATE: January 7, 2025

CITY MANAGER COMMENTS:

FISCAL SERVICES DIRECTOR APPROVAL:



REQUEST FOR LEGISLATION
January 7, 2025

For: Mayor and City Council

From: Nicole Brown, Mayor

Subject: Resolution No. 2025-009 Reappointing residents Tasha Palmer and Lakesha Williams to the Ypsilanti Housing Commission.

SUMMARY & BACKGROUND:

RECOMMENDED ACTION: Approval

ATTACHMENTS:

1. Resolution 2025-009 Palmer & Williams YHC Reapp
2. Palmer, Tasha App_Redacted
3. Williams, Lakesha App_Redacted
4. YHC Reappointment Support Letter from ED

CITY MANAGER APPROVAL:

COUNCIL AGENDA DATE: January 7, 2025

CITY MANAGER COMMENTS:

FISCAL SERVICES DIRECTOR APPROVAL:



Resolution No. 2025-009
January 7, 2025

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

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

<u>Name</u>	<u>Board</u>	<u>Expiration</u>
Lakesha Williams 803 Armstrong Dr. Ypsilanti, MI 48197	Ypsilanti Housing Commission	11/19/2029
Tasha Palmer	Ypsilanti Housing Commission	12/31/2026*

***Shortened term, upon recommendation of YHC Executive Director, to ensure terms are staggered.**

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

Print

Board and Commission Application for Reappointment - Submission #6737

Date Submitted: 10/17/2024

First Name*

Tasha

Last Name*

Palmer

Address*

733 Maus ave

City*

Ypsilanti

State*

MICHIGAN

Zip Code*

48198

Phone Number*

[Redacted]

Email Address*

[Redacted]

Board or Commission of Reappointment*

Commissioner

Number of Terms Served*

2

Did you hold a Position of Leadership?*

No



Are you reapplying to continue as a youth member?*

☐ Yes

☒ No

During your time, how did you assist your Board or Commission to achieve its purpose as stated in the enabling legislation?*

By participating in key discussions, and decisions that helped my board maintain a clean, safe, and comfortable community. As a resident I effectively represented my peers interest. I was able to engage with residence through active listening

How will you continue to assist your Board or Commission to achieve its purpose if reappointed?*

I will continue to assist my board with keeping a strong, safe, and thriving community. i

Number of absences*

2

If you had over 3 absences in a calendar year please explain? (this information will not be made available to the public)*

I was ill with Covid for one of the missed days , and the other missed date, was because the meeting was rescheduled and I couldn't make it.

Electronic Signature Agreement

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

☒ I agree.

Electronic Signature

Tasha R Palmer

Board and Commission Application for Reappointment - Submission #6724

Date Submitted: 10/4/2024

First Name*	Last Name*
Lakesha	Williams

Address*

803 Armstrong Drive

City*	State*	Zip Code*
Ypsilanti	MI	48197

Phone Number*

Email Address*

Board or Commission of Reappointment*	Number of Terms Served*
Ypsilanti Housing Commission	2

Did you hold a Position of Leadership?*	Are you reapplying to continue as a youth member?*
Yes	☐ Yes ☒ No

During your time, how did you assist your Board or Commission to achieve its purpose as stated in the enabling legislation?*

Advocated for residents about safety, I have participated in strategic planning with YHC board for the benefit of residents. Participated in numerous opportunities for professional development to better understand my role as a commissioner. I recently step into a leadership position as CO chair of the YHC board.

How will you continue to assist your Board or Commission to achieve its purpose if reappointed?*

I will continue to learn more ways that I can be of service to the residents of Ypsilanti.

Number of absences*

3

If you had over 3 absences in a calendar year please explain? (this information will not be made available to the public)*

N/A

Electronic Signature Agreement

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

☒ I agree.

Electronic Signature

Lakesha E. Williams

From: Zachary Fosler <zfosler@ypsilantihc.org>

Sent: Wednesday, December 11, 2024 3:17 PM

To: Ypsilanti City Council

Subject: YHC Board Appointments Needed & Proposal to Address Staggered Terms

Dear Members of City Council,

I hope this message finds you well. I am writing to request that City Council consider reappointing YHC Commissioner **Tasha Palmer** (term expiring **12/31/2024**) and YHC Co-Chair **Lakesha Williams** (term expired **11/19/2024**) to the Ypsilanti Housing Commission at your earliest convenience. Both commissioners have submitted their reappointment request forms to the City and have served the board with great dedication.

I would also like to address the current lack of staggered terms on the Housing Commission Board. Under [MCL 125.654\(1\)](#), Housing Commissions in Michigan are required to have five members serving staggered five-year terms, with one member's term expiring each year. Over time, this schedule has been disrupted, resulting in multiple terms expiring in the same year. To restore the appropriate staggering of terms, I propose the following options:

Option 1: Adjust Active Terms

This approach would immediately align expiration dates by shortening the current term of Seat 4 and the next term of Seat 3:

- Seat 1 (Lakesha Williams): No change (next term expires **11/19/2029**).
- Seat 2 (E. Renée Smith): No change (term expires **10/20/2025**).
- Seat 3 (Tasha Palmer): Shorten next term to 2 years, expiring **12/31/2026**.
- Seat 4 (Loviesa Brown): Shorten current term by one year, to expire **11/01/2027**.
- Seat 5 (Teresa Gillotti): No change (term expires **11/01/2028**).

Option 2: Adjust Future Terms

This approach avoids altering active terms but adjusts future appointments to achieve the desired staggering:

- Seat 1 (Lakesha Williams): No change (next term expires **11/19/2029**).
- Seat 2 (E. Renée Smith): No change (term expires **10/20/2025**).
- Seat 3 (Tasha Palmer): Shorten next term to 2 years, expiring **12/31/2026**.
- Seat 4 (Loviesa Brown): Next term is shortened to 4 years, expiring **11/01/2032**.
- Seat 5 (Teresa Gillotti): No change (term expires **11/01/2028**).

Both options will ultimately restore staggered terms while maintaining continuity on the board. Option 1 provides a quicker resolution by adjusting active terms, while Option 2 offers a more gradual transition by altering future terms only.

Thank you for considering these proposals and for your continued support of the YHC. Please feel free to contact me if you need any additional information or clarification.

Respectfully,

Zac Fosler (*he/him*)

Executive Director/CEO, [Ypsilanti Housing Commission](#)

(734) 482-4300

