

1. City Council Regular Meeting Agenda

Documents: [02-04-14 FINAL AGENDA.PDF](#)

2. City Council Regular Meeting Packet

Documents: [02-04-14 LATEST FINAL COUNCIL PACKET.PDF](#)



**CITY OF YPSILANTI
COUNCIL MEETING AGENDA
CITY COUNCIL CHAMBERS – ONE SOUTH HURON ST.
YPSILANTI, MI 48197
TUESDAY, FEBRUARY 4, 2014
7:00 p.m.**

I. CALL TO ORDER –

II. ROLL CALL –

Council Member Jefferson	P A	Council Member Robb	P A
Council Member Moeller	P A	Council Member Vogt	P A
Council Member Murdock	P A	Mayor Schreiber	P A
Mayor Pro-Tem Richardson	P A		

III. INVOCATION –

IV. PLEDGE OF ALLEGIANCE –

"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."

V. INTRODUCTIONS –

VI. AGENDA APPROVAL –

VII. AUDIENCE PARTICIPATION –

VIII. REMARKS BY THE MAYOR –

IX. MINUTES –

Resolution No. 2014-033, approving the minutes of January 21, 2014

X. CONSENT AGENDA –

Resolution No. 2014-034

1. Resolution No. 2014-035, approving Ordinance No. 1209, an ordinance entitled, "An ordinance to enter into an option to purchase agreement with the New Parkridge LDHA Limited Partnership for the sale of all remaining city-owned low income housing projects. ***(Second Reading)***
2. Resolution No. 2014-036, approving, Ordinance No. 1211, an ordinance entitled, "City of Ypsilanti Tax Exemption Ordinance – Parkridge". ***(Second Reading)***
3. Resolution No. 2014-037, approving Ordinance No. 1213, an ordinance to amend Ypsilanti Code relative to litter and dumping. ***(Second Reading)***

4. Resolution No. 2014-038, approving Ordinance No. 1214, an ordinance to amend Chapter 70 "Municipal Civil Infractions" of the Ypsilanti City Code, Article II, "Municipal Ordinance Violations Bureau", Section 70-38, "Schedule of Civil Fines Established". ***(Second Reading)***
5. Resolution No. 2014-039, appointing Police Chief Tony DeGuisti as City representative on the Washtenaw County Emergency Telephone District Board (ETDB).
6. Resolution No. 2014-040, accepting SAFER grant.
7. Resolution No. 2014-041, approving appointments to Boards and Commissions.
8. Resolution No. 2014-042, recognizing "The Program" as a non-profit organization operating in the City of Ypsilanti for the purpose of charitable gaming.

XI. RESOLUTIONS/MOTIONS/DISCUSSIONS –

1. Resolution No. 2014-043, approving Ordinance No. 1210, an ordinance entitled, "An ordinance to enter into an option to purchase agreement with the Strong Future LDHA Limited Partnership for the sale of all remaining city-owned low income housing projects (Scattered Site)". ***(Second Reading)***
2. Resolution No. 2014-044, approving, Ordinance No. 1212, an ordinance entitled, "City of Ypsilanti Tax Exemption Ordinance – Scattered Site". ***(Second Reading)***
3. Resolution No. 2014-045, setting Municipal Civil Infraction fines.
4. Resolution No. 2014-046, approving Special Events policy.

XII. LIASON REPORTS –

- A. SEMCOG Update
- B. Washtenaw Area Transportation Study
- C. Washtenaw Metro Alliance
- D. Urban County
- E. Freight House

XIII. COUNCIL PROPOSED BUSINESS –

XIV. COMMUNICATIONS FROM THE MAYOR –

XV. COMMUNICATIONS FROM THE CITY MANAGER –

XVI. AUDIENCE PARTICIPATION -

XVII. REMARKS FROM THE MAYOR -

XVIII. CLOSED SESSION –

Closed Session to discuss pending litigation. (OMA 15.268, Sections 8(e).

XIX. ADJOURNMENT –

Resolution No. 2014-047, adjourning the City Council meeting



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Mayor Pro-Tem Richardson	P A		

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Closed Session to discuss pending litigation. (OMA 15.268, Sections 8(e).

XIX. ADJOURNMENT –

Resolution No. 2014-047, adjourning the City Council meeting



Resolution No. 2014 – 033
February 4, 2014

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

That the Minutes of January 21, 2014 be approved.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:



Draft

**CITY OF YPSILANTI
COUNCIL MEETING MINUTES
CITY COUNCIL CHAMBERS – ONE SOUTH HURON ST.
YPSILANTI, MI 48197
TUESDAY, JANUARY 21, 2014
7:00 p.m.**

I. CALL TO ORDER –

The meeting was called to order at 7:12 p.m.

II. ROLL CALL –

Council Member Jefferson	Present	Council Member Robb	Present
Council Member Moeller	Absent	Council Member Vogt	Present
Council Member Murdock	Present	Mayor Schreiber	Present
Mayor Pro-Tem Richardson	Present		

Mayor Pro-Tem Richardson moved, supported by Council Member Jefferson, to excuse the absence. On a voice vote, the motion carried.

III. INVOCATION –

The Mayor asked all to stand for a moment of silence.

IV. PLEDGE OF ALLEGIANCE –

"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."

V. INTRODUCTIONS –

Mayor Schreiber introduced City Attorney John Barr, Assistant City Attorneys Dan DuChene and Jesse O'Jack, Assistant to the City Manager Ericka Savage, Mark McNamara & Ken Early from OHM, Public Services Director Stan Kirton, Community Development Director Teresa Gillotti, Ypsilanti Housing Commission Executive Director Zachary Fosler, Former Mayor Cheryl Farmer, and Vicki Vaughn from Chesapeake Community Advisors.

Mayor Pro-Tem Richardson introduced Vanzetti Hamilton Bar Association President Robyn McCoy.

VI. AGENDA APPROVAL –

On a voice vote, the agenda was approved.

VII. PRESENTATION –

1. Prospect Street Project – City Manager Ralph Lange, Public Services Director Stan Kirton and Mark McNamara, OHM

SUMMARY & BACKGROUND:

The Prospect Road project is currently slated for construction during the 2015 construction season. Federal Surface Transportation Urban funds have been appropriated for this project through the City of Ypsilanti by WATS. The scope of this project is approximately 7,150 linear feet that will include, but not be limited to, full depth pavement removal and replacement, full reconstruction and 2.5" mill in overlay.

The total project cost is estimated to be approximately \$1,482,000, the City share is estimated to be \$566,800 and the federal aid share is estimated to be \$915,200. The amount of federal aid funds expected to be available for this project in 2015 is \$895,000. The cost of the City's share will be spread out over three budget years FY 2014, FY2015, and FY2016.

After the presentation and discussion, Council agreed to take action on the resolution.

Resolution No. 2014-028, directing city staff and OHM to take all necessary steps to proceed with and improve Prospect Road from Holmes Road to Grove Road.

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, Prospect Road is in need of repair and reconstruction, and:

WHEREAS, this work needs to be done as soon as financially feasible, and;

WHEREAS, the soonest the necessary amount of federal aid dollars will be available to the City of Ypsilanti to proceed with this project will be in fiscal 2015, and:

WHEREAS, the repair and reconstruction of Prospect Street is a very high priority project for City Council to see completed, and;

WHEREAS, many positive advantages will accrue to the City if this project is designed and completed in FY 2015, and;

NOW THEREFORE BE IT RESOLVED THAT the Ypsilanti City Council directs the City staff and OHM to take all the necessary steps to proceed with and improve Prospect Road from Holmes Road to Grove Road

OFFERED BY: Council Member Murdock

SUPPORTED BY: Mayor Pro-Tem Richardson

On a roll call, the vote to approve Resolution No. 2014-028 was as follows:

Council Member Jefferson	Yes	Council Member Robb	Yes
Council Member Moeller	Absent	Council Member Vogt	Yes
Council Member Murdock	Yes	Mayor Schreiber	Yes

Mayor Pro-Tem Richardson Yes

VOTE:

Yes: 6 No: 0 Absent: 1 (Moeller) Vote: Carried

2. Water Street Multi-Family Development Project – Community Development Director Teresa Gillotti and Michael Rodriguez of Herman and Kittle Properties, Inc. (*Added*)

The Herman Kittle Properties (HKP) is proposing a \$12 million, 76 unit multi-family brick-facade apartment building on approximately 3.14 acres located southeast of the proposed River and South streets intersection of the Water Street Redevelopment Area. They are requesting approval of a 6-month Letter of Intent to proceed with due diligence and potential purchase of 3.14 acres on with a goal to begin construction by October 2014. The purchase price would be \$50,000/acre due to large up-front investment in infrastructure for the site.

Mr. Rodriguez gave the company background and stated that Herman Kittle has over 100 properties in the Midwest and has never sold a property. He said the company is targeting demographics that need the housing and the demand is present in Ypsilanti.

Ms. Gillotti discussed with Council the infrastructure plan, building façade, investment, financing and timeline, project timeline, comparable development and next steps.

Letter of Intent Summary:

Location:	SE block of proposed River and South Street extensions
Building size:	Approx 105,882 square feet in single building
Use:	Multi-family apartment units ranging from 1-4 bedrooms
Investment:	Approx: \$12.1 million total with vertical improvements estimated at \$10 million
Purchase Price:	\$50,000 per acre or \$157,000, reduced in lieu of significant infrastructure contribution.

Staff has been working with developer on the form of the building and a conceptual site plan corresponding to the Shape-Ypsi Master Plan and the zoning guidelines for the site. Key features include:

Orientation:	Building is oriented to front on River Street and the Huron River
Access:	River, South Street and portion of Lincoln to be built by Developer to City standards including on-street parking
Utilities:	Oversized water and sewer lines expected to pull from Michigan Ave. to the site, providing for future development, paid for by the developer
Façade:	Brick facade with larger glass windows on first floor conforming to

master plan design standards

Parking: Exceeds requirements in place by city

Council Member Vogt said he viewed the property in Jackson and the windows looked cheap and the railings didn't match. He said he would like to see better quality windows and a maintained quality exterior in the proposed development. He said it is important to have quality because it will influence what comes next and he would like it to fit in with an upscale neighbor.

Mr. Rodriguez said the Jackson property was much older and is not comparable to what is being proposed in Ypsilanti.

VIII. ORDINANCES – FIRST READING –

Ordinance No. 1209

1. An ordinance entitled, "An ordinance to enter into an option to purchase agreement with the New Parkridge LDHA Limited Partnership for the sale of all remaining city-owned low income housing projects (Parkridge Homes)".

A. Resolution No. 2014-014, determination (1:08:45)

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

That an ordinance entitled "An ordinance to enter into an option to purchase agreement with New Parkridge LDHA Limited Partnership for the sale of the city-owned Parkridge low income housing project (Parkridge)" be approved on First Reading.

OFFERED BY: Council Member Jefferson

SUPPORTED BY: Council Member Vogt

Community Development Director Gillotti provided an overview of the ordinance. Assistant City Attorney Dan Duchene, Housing Commission Executive Director Zachary Fosler, and Chesapeake Community Advisor Representative Vicki Vaughn were presented to clarify issues and answer questions.

(Powerpoint presentation on file in Clerk's Office)

BACKGROUND:

The Ypsilanti Housing Commission, in partnership with the Chesapeake Community Partners, is pursuing a pilot program through Housing and Urban Development department's Rental Assistance Demonstration (RAD) project to providing low-income housing that guarantees rental assistance to families through project-based (site specific) housing vouchers, allows ownership to transfer to a public/private partnership, and provides the opportunity for private investment to assist in rehabilitation, or as in this proposal, redevelopment of quality affordable housing.

This program marks a change for HUD, who has traditionally supported Housing Commissions with operating funds and improvement grants at various times. The change would allow for the public/private ownership of the parcels, which would allow for private investment in the form of regular loans as well as competitive Low Income Housing Tax Credits (LIHTC), a similar financing arrangement used for the Hamilton Crossing project.

City Council Meeting Minutes

January 21, 2014

The Ypsilanti Housing Commission is pursuing this pilot program in an effort to rehabilitate and redevelop all of its properties. There are two projects proposed:

- 1- Redevelopment of Parkridge Homes – The existing 80 Parkridge block-style units would be demolished and replaced primarily with duplex units, three 4-plexes and four townhomes (row-houses). The site would also be reconfigured to provide improved vehicular and pedestrian connections to the neighborhood, and will function more like a neighborhood than a separate housing development. Six units would be added to this site from the Scattered Site project below.
- 2- Scattered site housing – The additional 106 units of Housing Commission properties are located at Paradise Manor, Hollow Creek, Towner, Bell, Maus, S. Washington, S. Adams, Madison, First, and Monroe Streets. These units would be gutted and rehabbed providing needed updates to all units. Six units in the Towner area would be relocated to the Parkridge Homes project above.

To participate in the RAD program and pursue the LIHTC and ultimate rehabilitation of Scattered Sites and redevelopment of Parkridge Homes, the Ypsilanti Housing Commission is requesting that City Council approve an option to sell the City-owned public housing units to the Partnership. Any sale is subject to the projects being approved by HUD's RAD program, as well as to both projects receiving LIHTC. It's possible that pending these requirements one, both, or none of the projects may be approved and proceeds to construction.

A second set of approvals being sought is a change to the proposed Payment in Lieu of Taxes (PILOT) that is currently being paid by the Ypsilanti Housing Commission to the City of Ypsilanti

If the properties transfer ownership, the PILOT would need to be connected to any new or future owners of the properties. The PILOT is not proposed to change from its current amount (see below). Attached are two ordinances for the PILOT change, one for the Scattered sites and one for Parkridge Homes.

Proposed Parkridge Homes Redevelopment Project:

This option would allow for the sale of a portion of the existing Parcel ID # 11-11-39-468-010 or 601-699 Armstrong Dr and 501-577 First Court. The entire parcel is approximately 12.5 acres and includes portions of Parkridge Park in addition to the Ypsilanti Housing Commission building. However, the Ypsilanti Housing Commission is requesting the option to sell approximately 7.4 acres which is considered the project area located between First Avenue and Armstrong south of Harriet Street. This would require a lot split. As well, any sale should consider dedicating the right-of-way once redefined by the proposed redevelopment project. This proposed project area and area to be considered in the option is illustrated below with the project area shown in yellow, and the parcel shown in aqua.

The Parkridge Homes project would involve demolition of the existing 20 block housing dwellings (80 units), some reconfiguration of the street network to reflect more of nearby grid structure of the adjacent neighborhoods, and construction of 86 units, primarily duplexes. The site plan was presented to Planning Commission on Wed., Jan. 15 and received conditional approval.

Proposed option for Parkridge Homes

Parkridge Homes have not undergone any major renovations since their original construction more than half a century ago. After review with architectural and construction professionals, the YHC has determined that demolition and reconstruction is the best scenario for this area. Based on the lack of value in the constructed improvements and the desire to support the provision of quality affordable housing staff is recommending that the option be granted for \$10 and subsequent purchase price for the premises be \$10.

The option is conditional on acceptance into HUD's RAD program as well as the approval of LIHTC. If the approvals are not granted, the option expires. If the project proceeds, City council will review the terms and conditions that result from subsequent negotiations including the deed to transfer title to the property and any related memorandum of understanding entered into by the parties. These approvals can be achieved by resolution.

Expected impacts of proposed ownership change.

The change in ownership would be out of public ownership to that of a public/private partnership. The Ypsilanti Housing Commission Board would be the General Partner responsible for hiring and supervising MSHDA certified management company. Affordability levels will mimic existing levels as Project-based Section 8 vouchers will be available to all residents. At minimum these affordability requirements will be required for 30 years and possible up to 45 years.

The proposed Scattered Site rehabilitation project would include a full gut and rehab of all units listed below. This would include Paradise Manor and Hollow Creek as well as smaller units integrated in existing neighborhoods. The only change from the rehabilitation proposed would be on Towner streets where several smaller studio units would be combined into larger 1 bedroom units. This would result in the loss of 6 scattered site units. Those 6 units would be added to the Parkridge Home redevelopment project.

Proposed option for Scattered Site properties

The option would allow for the sale of additional Scattered Site housing operated by the Ypsilanti Housing Commission. After review by architectural and construction professionals, it is thought that there is residual value in the vertical improvements on the properties, indicating rehabilitation preference over demolition and redevelopment. Based on this residual value, staff is suggesting an option amount of \$10 and a purchase price of \$980,000 to be repaid through a long-term promissory note with an interest rate of 2 % with a 30-year term. A sample promissory note is included as an attachment to the ordinance as reference.

The option is conditional on acceptance into HUD's RAD program as well as the approval of LIHTC. If the approvals are not granted, the option expires. If the project proceeds, City Council will review the terms and conditions that result from subsequent negotiations including the deed to transfer title to the property and any related memorandum of understanding entered into by the parties. These approvals can be achieved by resolution.

Expected impacts of proposed ownership change and PILOT change

These are the same as those for the Parkridge Homes listed above. The Ypsilanti Housing Commission Board would be the General Partner responsible for hiring and supervising MSHDA certified Management Company. Affordability levels will mimic existing levels as Project-based Section 8 vouchers will be available to all residents. At a minimum, these affordability requirements will be required for 30 years and possible up to 45 years. The proposed PILOT would be identical to that of Parkridge Homes as described above.

Ms. Gillotti stated there was a request for a change in ownership and she explained what the ownership structure would look like. She reviewed the proposed financing, the PILOT requested, and described the Rental Assistance Demonstration (RAD) program. She said that the RAD program, provided by HUD, provides additional financing or a means to manage and update public housing properties. Instead of using HUD's Annual Operations allocation for public housing, it provides project based Section 8 vouchers to a project. She said that this is in regards to Parkridge Homes and all of the other Housing Commission properties. In providing vouchers, it guarantees the rents to the project and allows the property to be sold into a public/private partnership which then would allow private investment.

The private investment comes through low income housing tax credits as well as other bank loans. However, the change in ownership would require PILOT be addressed to the new owner rather than the Housing Commission, previous owners. The Ypsilanti Housing Commission (YHC) would still be the general partner that's responsible for overall oversight of the properties. Based on the current operating structure, the City of Ypsilanti appoints the YHC and that will continue. The YHC manages Parkridge and the Scattered Sites, and Ypsilanti Hamilton Crossing Phases 1 & 2 through the Ypsilanti Housing Corporation.

In this project, there are two different phases because there are two different financing mechanisms being used. Each one has different subsidiaries and investor entities, including Chesapeake which is involved in both projects. The Ypsilanti Housing Corporation has four different projects: Ypsilanti Hamilton Crossing Phases 1 & 2, Parkridge New Homes, and Strong Future. All 80 existing units of Parkridge Homes would be demolished but 86 units are being proposed in a variety of styles, reorienting things to the street to look similar to the adjacent neighborhood. Parking is in front of the property. The site plan went to the Housing Commission and did receive approval. The terms presented in the ordinance are for the sale of the property as well as the PILOT, a \$10 option and the ultimate purchase price of \$10 for Parkridge.

Council Member Robb asked how rents would be paid.

Mr. Fosler answered rent would be collected as usual.

Council Member Robb questioned why the budget does not reflect the receipt of rent payments.

Ms. Vaughn replied it is managed by a third party and there is a clear record and audit of rent payments received. She said that PILOT payments to the City would be paid on time, by the said date in the ordinances.

City Attorney John Barr stated that after reviewing the plan and documents, he has determined that what is being proposed is a workable plan.

Council Member Vogt asked about rates.

Mr. Fosler replied that the rates would stay the same. He said that currently they offer Section 8 and project-based contracts based on income and that wouldn't change.

Ms. Vaughn stated that if the occupancy rate is increased the PILOT would go up and they anticipate more working families. She explained how the RAD Program would work and said that rents are set by HUD which sometimes causes challenges because the rents are not enough for the upkeep of the property.

Mayor Schreiber asked what is paid from revenues and asked if there's anything leftover.

Ms. Vaughn explained that they have the ability to raise money from acquisition credit and bring \$240,000 of equity into the deal, creating an opportunity for the city to share in the outpour.

Mr. Robb asked who proposed 2% of interest for the payment of the property.

Mr. DuChene replied Chesapeake.

Mr. Robb asked what happens if they default on the Scattered site.

Attorney Barr stated that it is not clear at this time. He stated that the scattered sites are not worth much and the \$980,000.00 figure came from Chesapeake. He said it is all HUD money and he feels this is the best the city will get on this. He said the purchase price allows the developer to get more credits.

Ms. Vaughn added that there is a first lien lender and the YHC construction completion is guaranteed.

City Manager Lange asked why 30 years versus steady payment couldn't be paid.

Ms. Vaughn replied because it would reduce the money for the project.

Council Member Jefferson clarified that this is a conversion from low income housing to affordable housing. He expressed concern about relocation of tenants and re-screening.

Mr. Fosler stated that residents will be permitted to return as long as they are compliant with their lease. He said that at this point there will be no rescreening.

Council Member Murdock stated he is concerned about the big picture of the operation. He said basically the city has non-effective control.

B. Open the public hearing.

1. Karen Springer, resident from Warren, Michigan, stated her city was unsuccessful with the project listed above. She expressed concern about the lack of resident/citizen input and participation and who would oversee the Commission. She said she believes in the plan but said the legal language is confusing.
2. Tyler Weston 302 N. Grove, asked where residents will be placed when the buildings are demolished and express concern about the occupancy rate. He said the city may lose residents to other cities and recommended that the city partner with another apartment community in order to house displaced residents.
3. Mr. Russell Olwell, EMU Faculty Member, encouraged relocation planning in the beginning and developed a process for residents to identify

resources for their relocation and ways to keep the children in their same schools. He pointed out that the exact relocation of where they will live is dependent on the tax credit process. He said he was also involved in the Hamilton Crossing project and helped the residents boost their economic power, educational well-being, and health.

Mayor Schreiber stated that EMU applied for the Kresge grant for \$250,000 to fund a program that assists with family interviewing and counseling and he hopes their program could be used in the RAD program.

Mr. Olwell commented that the grant EMU applied for isn't an exact fit for the RAD program because returning residents can't be put into some of the restrictions but said he hopes that by engaging residents early that they will be involved in a similar process that encourages employment which furthers their education and offers resources.

4. Cheryl Farmer, 214 N. Huron, thanked Chesapeake and Council for their work with Hamilton Crossing which has produced quality public housing.

Council Member Jefferson reported that 65% of Section 8 residents have been employed because of the program Mr. Olwell discussed.

C. Resolution No. 2014-015, close public hearing

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

That the public hearing on an ordinance entitled "An ordinance to enter into an option to purchase agreement with New Parkridge LDHA Limited Partnership for the sale of the city-owned Parkridge low income housing project (Parkridge)" be officially closed.

OFFERED BY: Council Member Jefferson
SUPPORTED BY: Council Member Murdock

On a voice vote, the motion to close the public hearing carried.

Council Member Vogt expressed discomfort in voting without reviewing all of the documents. He said he would prefer to vote when the final options are set.

Mr. Barr agreed with Mr. Vogt and restated that the price for the sale of Parkridge is \$10. He said Chesapeake has a February 14th deadline.

On roll call, the vote to approve Resolution No. 2014-014 was as follows:

Council Member Moeller	Absent	Council Member Vogt	Yes
Council Member Murdock	Yes	Mayor Schreiber	Yes
Mayor Pro-Tem Richardson	Yes	Council Member Jefferson	Yes
Council Member Robb	Yes		

VOTE:

Yes: 6 No: 0 Absent: 1 (Moeller) Vote: Carried

2. An ordinance entitled, "An ordinance to enter into an option to purchase agreement with the Strong Future LDHA Limited Partnership for the sale of all remaining city-owned low income housing projects (Scattered Site)".

A. Resolution No. 2014-016, determination

**RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:
That an ordinance entitled "An ordinance to enter into an option to purchase agreement with the Strong Future LDHA Limited Partnership for the sale of all remaining city-owned low income housing projects (Scattered Site)" be approved on First Reading.**

OFFERED BY: Council Member Jefferson

SUPPORTED BY: Mayor Pro-Tem Richardson

B. Open the public hearing.

No one was present to speak.

C. Resolution No. 2014-017, close public hearing

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

That the public hearing an ordinance entitled "An ordinance to enter into an option to purchase agreement with the Strong Future LDHA Limited Partnership for the sale of all remaining city-owned low income housing projects (Scattered Site)" be officially closed.

OFFERED BY: Council Member Jefferson

SUPPORTED BY: Mayor Pro-Tem Richardson

On a voice vote, the motion to close the public hearing carried.

Council Member Vogt recommended amending the option to purchase agreement.

Ms. Vaughn stated that the project entails soft financing, not hard debt. She said the loan would be repaid through cash flow.

Mr. Barr referred to the purchase agreement and stated he is willing to add an amendment to make it clearer.

The meeting recessed at 9:36 p.m.

The meeting reconvened at 9:50 p.m.

Council agreed to add a friendly amendment to the purchase agreement stating, "for the sum of \$980,000 for 30 years at a 2% per annum".

Council Member Robb questioned the "default" comment in the promissory note.

Mr. Barr explained it was put there to put some teeth into the agreement and merely means that if no payment is received it is considered in default.

Council Member Robb asked how the city would know when they've defaulted.

Mr. Barr answered when no payment of money is received.

On roll call, the vote to approve Resolution No. 2014-016 was as follows:

Council Member Murdock	Yes	Mayor Schreiber	Yes
Mayor Pro-Tem Richardson	Yes	Council Member Jefferson	Yes
Council Member Robb	No	Council Member Moeller	Absent
Council Member Vogt	Yes		

VOTE:

Yes: 5 No: 1 (Robb) Absent: 1 (Moeller) Vote: Carried

Ordinance No. 1211

3. An ordinance entitled, "City of Ypsilanti Tax Exemption Ordinance – Parkridge".

A. Resolution No. 2014-018, determination

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

That an ordinance entitled "City of Ypsilanti Tax Exemption Ordinance-Parkridge." be approved on First Reading.

OFFERED BY: Mayor Pro-Tem Richardson

SUPPORTED BY: Council Member Vogt

City Attorney Dan DuChene was present to answer questions.

B. Open the public hearing.

1. Karen Springer asked if the project is fair and equitable and asked if a resident could buy the property for \$11 and propose a similar project.

C. Resolution No. 2014-019, close public hearing

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

That the public hearing an ordinance entitled "City of Ypsilanti Tax Exemption Ordinance-Parkridge." be officially closed.

OFFERED BY: Mayor Pro-Tem Richardson

SUPPORTED BY: Council Member Vogt

On a voice vote, the motion to close the public hearing carried.

Council Member Robb asked if there was a RFP process.

Mr. Fosler replied no.

Council Member Murdock asked if the property could be sold.

Mr. Fosler replied no, it is a HUD property.

On roll call, the vote to approve Resolution No. 2014-018 was as follows:

Mayor Pro-Tem Richardson	Yes	Council Member Jefferson	Yes
Council Member Robb	Yes	Council Member Moeller	Absent
Council Member Vogt	Yes	Council Member Murdock	Yes
Mayor Schreiber	Yes		

VOTE:

Yes: 6 No: 0 Absent: 1(Moeller) Vote: Carried

Ordinance No. 1212

4. An ordinance entitled, "City of Ypsilanti Tax Exemption Ordinance – Scattered Site".

A. Resolution No. 2014-020, determination

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

That an ordinance entitled "City of Ypsilanti Tax Exemption Ordinance-Scattered Site." be approved on First Reading.

OFFERED BY: Mayor Pro-Tem Richardson

SUPPORTED BY: Council Member Jefferson

B. Open the public hearing.

There were no speakers.

C. Resolution No. 2014-021, close public hearing

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

That a public hearing on an ordinance entitled "City of Ypsilanti Tax Exemption Ordinance-Scattered Site." be officially closed.

OFFERED BY: Mayor Pro-Tem Richardson

SUPPORTED BY: Council Member Jefferson

On a voice vote, the motion to close the public hearing carried.

Council Member Robb asked if the default is tied to the PILOT.

Mr. DuChene replied no.

On roll call, the vote to approve Resolution No. 2014-020 was as follows:

Council Member Robb	No	Council Member Murdock	Yes
Council Member Vogt	Yes	Mayor Pro-Tem Richardson	Yes
Mayor Schreiber	Yes	Council Member Moeller	Absent
Council Member Jefferson	Yes		

VOTE:

Yes: 5 No: 1 (Robb) Absent: 1 (Moeller) Vote: Carried

Ordinance No. 1213

5. An ordinance to amend Ypsilanti Code relative to litter and dumping.

A. Resolution No. 2014-022, determination

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

That a ordinance entitled "AN ORDINANCE TO AMEND THE YPSILANTI CODE TO SECURE THE PUBLIC SAFETY, HEALTH, AND WELFARE OF THE RESIDENTS AND PROPERTY OWNERS OF THE CITY OF YPSILANTI BY PROVIDING FOR THE REGULATION OF LITTER AND UNAUTHORIZED USE OF RECEPTACLES BY ADDING DEFINITIONS AND PROVISIONS SIMILAR TO MCL 324.8901 ET SEQ. AND MAKING THOSE VIOLATIONS MUNICIPAL CIVIL INFRACTIONS, BY AMENDING CHAPTER 42 "ENVIRONMENT," ARTICLE II "NUISANCES," DIVISION 3 "LITTER," SECTION 42-66 "DEFINITIONS," SECTION 42-68 "BLIGHT VIOLATION" TO "BLIGHT VIOLATION UNLESS SPECIFIED AS A MUNICIPAL CIVIL INFRACTION," AND SECTION 42-72 "LITTER THROWN BY PERSONS IN VEHICLES" TO "LITTERING ON PUBLIC OR PRIVATE PROPERTY OR WATER AND UNAUTHORIZED USE OF RECEPTACLES PROHIBITED; REMOVAL OF INURIOUS SUBSTANCES DROPPED ON HIGHWAY AS A RESULT OF ACCIDENT;" AND BY DELETING SECTION 71-72 "SPECIFIC VIOLATIONS," SUBSECTION (3) "LITTERING" OF CHAPTER 71 "ADMINISTRATIVE HEARINGS BUREAU," ARTICLE III "VIOLATIONS;" AND BY DELETING SECTION 86-4 "UNAUTHORIZED USE OF RECEPTACLES" OF CHAPTER 86 "SOLID WASTE," ARTICLE I "IN GENERAL;" AND, FOR CONSISTENCY, TO AMEND VIOLATIONS OF CHAPTER 42 "ENVIRONMENT," ARTICLE II "NUISANCES," DIVISION 3 "LITTER," SECTIONS 42-72, 42-73, 42-76, 42-77, 42-78, 42-79, 42-80, AND 42-81 FROM BLIGHT VIOLATIONS TO MUNICIPAL CIVIL INFRACTIONS" be approved on First Reading.

SUPPORTED BY: Council Member Robb

City Attorney O'Jack explained that the ordinance mirrors the Ypsilanti Township ordinance and includes State statute language that applies to the city.

Council discussed the ordinance and how it can be used as a tool and a threat.

Mr. O'Jack discussed with Council the advantages and disadvantages of using cameras to catch offenders.

B. Open the public hearing.

1. Dave Heikkenan, commented that the ordinance is a tool and he is glad to see something in place. He commented that signage is useless and inadequate and questioned if the resolution from camera photos would help determine who offenders are.
2. Karen Spangler said it is important to keep the city clean. She said she hopes the ordinance would be applied equally and fairly.

C. Resolution No. 2014-023, close public hearing

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

That the public hearing on an ordinance entitled "AN ORDINANCE TO AMEND THE YPSILANTI CODE TO SECURE THE PUBLIC SAFETY, HEALTH, AND WELFARE OF THE RESIDENTS AND PROPERTY OWNERS OF THE CITY OF YPSILANTI BY PROVIDING FOR THE REGULATION OF LITTER AND UNAUTHORIZED USE OF RECEPTACLES BY ADDING DEFINITIONS AND PROVISIONS SIMILAR TO MCL 324.8901 ET SEQ. AND MAKING THOSE VIOLATIONS MUNICIPAL CIVIL INFRACTIONS, BY AMENDING CHAPTER 42 "ENVIRONMENT," ARTICLE II "NUISANCES," DIVISION 3 "LITTER," SECTION 42-66 "DEFINITIONS," SECTION 42-68 "BLIGHT VIOLATION" TO "BLIGHT VIOLATION UNLESS SPECIFIED AS A MUNICIPAL CIVIL INFRACTION," AND SECTION 42-72 "LITTER THROWN BY PERSONS IN VEHICLES" TO "LITTERING ON PUBLIC OR PRIVATE PROPERTY OR WATER AND UNAUTHORIZED USE OF RECEPTACLES PROHIBITED; REMOVAL OF INURIOUS SUBSTANCES DROPPED ON HIGHWAY AS A RESULT OF ACCIDENT;" AND BY DELETING SECTION 71-72 "SPECIFIC VIOLATIONS," SUBSECTION (3) "LITTERING" OF CHAPTER 71 "ADMINISTRATIVE HEARINGS BUREAU," ARTICLE III "VIOLATIONS;" AND BY DELETING SECTION 86-4 "UNAUTHORIZED USE OF RECEPTACLES" OF CHAPTER 86 "SOLID WASTE," ARTICLE I "IN GENERAL;" AND, FOR CONSISTENCY, TO AMEND VIOLATIONS OF CHAPTER 42

**"ENVIRONMENT," ARTICLE II "NUISANCES," DIVISION 3
"LITTER," SECTIONS 42-72, 42-73, 42-76, 42-77, 42-78, 42-79,
42-80, AND 42-81 FROM BLIGHT VIOLATIONS TO MUNICIPAL
CIVIL INFRACTIONS" be officially closed.**

OFFERED BY: Council Member Murdock
SUPPORTED BY: Council Member Robb

On a voice vote, the motion to close the public hearing carried.

On roll call, the vote to approve Resolution No. 2014-022 was as follows:

Council Member Vogt	Yes	Council Member Murdock	Yes
Mayor Schreiber	Yes	Mayor Pro-Tem Richardson	Yes
Council Member Jefferson	Yes	Council Member Robb	Yes
Council Member Moeller	Absent		

VOTE:

Yes: 6 No: 0 Absent: 1 (Moeller) Vote: Carried

- Ordinance No. 1214
6. An ordinance to amend Chapter 70 "Municipal Civil Infractions" of the Ypsilanti City Code, Article II, "Municipal Ordinance Violations Bureau", Section 70-38, "Schedule of Civil Fines Established".
- A. Resolution No. 2014-024, determination

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

That an ordinance entitled "AN ORDINANCE TO AMEND CHAPTER 70 "MUNICIPAL CIVIL INFRACTIONS" OF THE YPSILANTI CITY CODE, ARTICLE II "MUNICIPAL ORDINANCE VIOLATIONS BUREAU," SECTION 70-38 "SCHEDULE OF CIVIL FINES ESTABLISHED," SO THAT THE SCHEDULE OF CIVIL FINES IS SET BY CITY COUNCIL RESOLUTION" be approved on First Reading.

OFFERED BY: Council Member Vogt
SUPPORTED BY: Council Member Jefferson

City Attorney O'Jack was present to answer questions from Council.

- B. Open the public hearing

Karen Spangler expressed the importance of educating the community on ordinances. She also questioned the use of cameras.

- C. Resolution No. 2014-025, close public hearing

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

That the public hearing on an ordinance entitled "AN ORDINANCE TO AMEND CHAPTER 70 "MUNICIPAL CIVIL INFRACTIONS" OF THE YPSILANTI CITY CODE, ARTICLE II "MUNICIPAL ORDINANCE VIOLATIONS BUREAU," SECTION 70-38 "SCHEDULE OF CIVIL FINES ESTABLISHED," SO THAT THE SCHEDULE OF CIVIL FINES IS SET BY CITY COUNCIL RESOLUTION" be officially closed.

OFFERED BY: Council Member Vogt
SUPPORTED BY: Council Member Jefferson

On a voice vote, the motion to close the public hearing carried.

On roll call, the vote to approve Resolution No. 2014-024 was as follows:

Mayor Schreiber	Yes	Mayor Pro-Tem Richardson	Yes
Council Member Jefferson	Yes	Council Member Robb	Yes
Council Member Moeller	Absent	Council Member Vogt	Yes
Council Member Murdock	Yes		

VOTE:

Yes: 6 No: 0 Absent: 1 (Moeller) Vote: Carried

IX. AUDIENCE PARTICIPATION –

1. Karen Spangler said it was interesting to come to another community and see how things are done. She commented that there was good positive input given but not enough citizens.
2. Dave Heikkenan reported he interviewed Police Chief Tony DeGiusti recently and he did an outstanding job. He commented that he had a wonderful experience at the Grizzly Den when he attended a recent Ypsilanti Community basketball game. He encouraged Council to try and support the school. He said as a business owner he is concerned about the Water Street housing proposal and afraid of putting affordable housing on Water Street. He said he feels the community can do better.
3. Cheryl Farmer spoke about the proposed apartments on Water Street and said she wants to make sure the building looks nice and that quality materials are very important. She said the city has a lot of the proposed housing type and she was hoping for a different type. She said what is proposed is workable but placement is important. She suggested the buildings be moved back to preserve the view. She added that Section 8 is an issue and she prefers a project that lifts up the community.

X. REMARKS BY THE MAYOR –

XI. MINUTES –

Resolution No. 2014-026, approving the minutes of January 21, 2014

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

That the Minutes of January 7, 2014 be approved.

OFFERED BY: Council Member Robb

SUPPORTED BY: Council Member Vogt

On a voice vote the motion carried and the minutes were approved as submitted.

XII. RESOLUTIONS/MOTIONS/DISCUSSIONS –

1. Resolution No. 2014-027, approving Letter of Intent (LOI) for Water Street multi-family development.

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, The Ypsilanti City Council has requested that all offers related to the purchase of Water Street be presented to City Council for approval; and

WHEREAS, Ypsilanti City staff have been working with Herman Kittle Properties LLC on a 3.14 acre development in the Southeastern portion of the Water Street Redevelopment Area; and

WHEREAS: Herman Kittle Properties LLC have negotiated initial terms including a concept site plan based on the City's conceptual plans for Water Street, the site infrastructure plan and draft zoning for the Water Street Development; and

WHEREAS Herman Kittle Properties LLC has submitted a proposed Letter of Intent for purchase of 3.14 acres for \$157,000 plus substantial infrastructure development estimated at \$745,000 for the development of multi-family apartment units.

NOW, THEREFORE, BE IT RESOLVED THAT the Ypsilanti City Council approve the attached Letter of Intent with Herman Kittle Properties LLC to take 3.14 acres of the Water Street Redevelopment Area off the market and continue work towards a purchase and development agreement; and

FURTHER, that the Mayor and City Clerk are authorized to sign the Letter of Intent.

OFFERED BY: Council Member Jefferson

SUPPORTED BY: Council Member Murdock

Ms. Gillotti referred to the red-lined version of the Letter of Intent and summarized the changes which basically related to parcel size and price.

City Council Meeting Minutes

January 21, 2014

Council Member Vogt said one of the main issues is that the proposal is for lower subsidized income housing. He said he is not opposed to subsidized housing but is concerned that it will set a long-term precedent and create a lower tax base. He asked Ms. Gillotti about the number of inquiries she's received.

Ms. Gillotti replied the only inquiries were the proposed one, a two-story residential and a mixed use with residential. She mentioned that Section 8 would be accepted here as well.

Mr. Rodriguez described the screening process and stated they have security and a stringent selection process.

Mr. Vogt said he would be interested in reviewing the security measures at a later date.

Mayor Schreiber asked if the lease is comparable to the Hamilton Crossing lease.

Mr. Rodriguez was not sure but said he would find some comparables for Council to review.

Council Member Jefferson moved, supported by Council Member Vogt to extend the meeting to 11:45 p.m. The motion carried with Mayor Pro-Tem Richardson dissenting.

Mayor Pro-Tem Richardson commented that the perception of Ypsilanti is a problem that needs to be changed. She said the proposal is consistent with the income level of the city. She said her only objection is to the density.

Council Member Robb suggested that the Water Street Committee get back together to review proposals and questioned the site selection for the proposal.

Council Member Murdock said it is embarrassing to hear residents talk about Ypsilanti. He said the city's median income is \$40,000 and many are living in a dream of the past. He said he thinks the proposal does a lot to develop the site and offers needed infrastructure. He said the city needs the density.

Council Member Jefferson agreed with Mr. Murdock and said Ypsilanti is not Ann Arbor and the current plan is a realistic one.

Council Member Vogt clarified that his comments were not about individuals in the City but merely about holding out for something better to be developed.

City Manager Lange encouraged City Council to look at some of the developers sites. He said the price is modest and the trade-off is good.

On roll call, the vote to approve Resolution No. 2014-027 was as follows:

Council Member Jefferson	Yes	Council Member Robb	Yes
Council Member Moeller	Absent	Council Member Vogt	No
Council Member Murdock	Yes	Mayor Schreiber	Yes
Mayor Pro-Tem Richardson	Yes		

VOTE:

Yes: 5 No: 1 (Vogt) Absent: 1 (Moeller) Vote: Carried

~~2. Resolution No. 2014-028, directing city staff and OHM to take all necessary steps to proceed with and improve Prospect Road from Holmes Road to Grove Road. **(Moved and heard after presentation)**~~

3. Resolution No. 2014-029, approving CDBG two-year work plan.

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, The City is a member of the Urban County, through Washtenaw County and receives an annual Community Development Block Grant (CDBG) allocation through this body for eligible projects

NOW, THEREFORE, BE IT RESOLVED THAT the Ypsilanti City Council approves the proposed work plan as prepared by staff for the 2014-2015 and 2015-2016 program years.

Ms. Gillotti gave an overview of the resolution.

SUMMARY AND BACKGROUND:

The City of Ypsilanti, as a member of the Urban County, receives an annual allocation of Federal Community Development Block Grant (CDBG) funds. CDBG funds can be applied to a variety of activities including capital improvements, economic development, technical assistance and other projects.

The last multi-year plan approved by Ypsilanti City Council was in Feb. 21, 2012 and included funding for ADA ramps, Senior Center kitchen improvements, Dangerous Building fund, and single-family rehabilitation projects.

Projects still underway:

- Dangerous building funding – there is currently \$99,602 under contract for demolition and other abatement. Approximately 30,000 is committed to three demolitions planned for spring/summer 2014. Recently council approved reallocation of 2010 ADA ramp CDBG funds that were unused to make sure funds remain available after the 2014 demolitions.
- Senior Center kitchen improvements: Approximately \$10,000 has been spent on this project in the form of an updated Water Heater as well as architectural designs for the kitchen. Currently \$41,410.30 is available, including \$6,214.65 that council recently reallocated from unspent Parkridge Park CDBG funds. DPS staff is in the process of submitting the plans to Washtenaw County Environmental health for approval which will be followed with a Request for Proposals for the construction work to hopefully upgrade the kitchen to a commercial kitchen standard.
- ADA ramp replacement is an obligation due to a previous consent agreement. This project is ongoing with approximately 8-10 years of replacement needed at current funding levels. Approximately \$50,000 remains from 2013 CDBG funds which are scheduled to be spent on improvements in 2014.

The City's estimated allocation for 2014 is \$55,900. The allocation has decreased for two reasons: continued decline in Federal funds as well as an Urban County initiative to provide funds for joint/regional

projects. This year, the first project to be funded was approximately \$80,000 for a joint sidewalk project between Ypsilanti Township and Pittsfield Township along Washtenaw Avenue.

City of Ypsilanti - CDBG Workplan (2012-2015)			
	2014-2015	2015-2016	2016-2017
CDBG - Urban County Allocation (expected)	\$55,900.	\$55,000	\$50,000
ADA ramps (low/mod areas)*	0	50,000	\$50,000
Parks improvements			
- Swing sets/climbers in tot lots	\$55,900	0	0
- Parkridge Pavilion roof repair			
Dangerous buildings demolition/rehab	0	\$5,000	0
Totals:	\$55,900	\$55,000	\$50,000

* ADA ramps improvements are required per court order.

Additional projects for consideration in the future are installation of missing sidewalks on Washtenaw Avenue to complete the sidewalk network, support for pre-construction costs for the Ypsilanti Housing Commission's upcoming RAD program applications, as well other improvements to city-owned facilities.

Council Member Murdock asked about improvements to the Charles Street tot lot.

Ms. Gillotti replied the improvements could possibly be a late summer project.

Mayor Pro-Tem Richardson asked about the Mattingly tot lot.

Ms. Gillotti replied that the current play material is dangerous and has to be removed and replaced.

On roll call, the vote to approve Resolution No. 2014-029 was as follows:

Council Member Moeller	Absent	Council Member Vogt	Yes
Council Member Murdock	Yes	Mayor Schreiber	Yes
Mayor Pro-Tem Richardson	Yes	Council Member Jefferson	Yes
Council Member Robb	Yes		

VOTE:

Yes: 6 No: 0 Absent: 1 (Moeller) Vote: Carried

- Resolution No. 2014-030, amending the FY2013-2014 Fee Schedule to create an "Administrative Hearings Bureau Cost, for costs associated with filing a lien.

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, The City of Ypsilanti desires to recoup costs associated with unpaid judgments in the Administrative Hearings Bureau (AHB); and

WHEREAS, the Home Rule City Act allows the City to file a lien against the land, building, or structure involved if fines, costs or installment payments ordered by an AHB Hearing Officer are not paid within 30 days of the judgment; and

WHEREAS, the City desires to increase the AHB Costs to include the \$50 in costs associated with filing a lien if a judgment is not paid within 30 days; and

WHEREAS, the City desires to waive said \$50 if a judgment is paid within 30 days.

NOW THEREFORE BE IT RESOLVED that the City of Ypsilanti hereby amends the FY 2013-2014 Fee Schedule to increase the Administrative Hearings Bureau Costs from \$200 to \$250, to include costs to file a lien against judgments not paid within 30 days.

BE IT FURTHER RESOLVED that the City of Ypsilanti amends the FY 2013-2014 Fee Schedule to create a "Administrative Hearings Bureau Cost - \$50 Waiver," to subtract the costs associated with filing a lien if a judgment is paid within 30 days.

OFFERED BY: Mayor Pro-Tem Richardson
SUPPORTED BY: Council Member Murdock

Mr. O'Jack explained that the ordinance adds \$50 to judgments for to cover liens and there is no other change.

Council Member Murdock asked what the \$200 AHB charge is.

Mr. O'Jack replied it supports the AHB operation.

On roll call, the vote to approve Resolution No. 2014-030 was as follows:

Council Member Murdock	Yes	Mayor Schreiber	Yes
Mayor Pro-Tem Richardson	Yes	Council Member Jefferson	Yes
Council Member Robb	Yes	Council Member Moeller	Absent
Council Member Vogt	Yes		

VOTE:

Yes: 6 No: 0 Absent: 1 (Moeller) Vote: Carried

XIII. LIASON REPORTS –

- A. SEMCOG Update - None
- B. Washtenaw Area Transportation Study - None
- C. Washtenaw Metro Alliance - None
- D. Urban County – Today's meeting cancelled
- E. Freight House - None

XIV. COUNCIL PROPOSED BUSINESS –

Murdock

- Stated the old lane markings need to be erased on West Michigan Ave. The new ones have faded so it's not possible to distinguish the new ones from the old ones.

City Manager Lange stated that he spoke with the Head Engineer for the Washtenaw County Road Commission and they won't be able to change the lane markings during the winter time. He said they will address the problem when the weather is suitable.

- Commented there have been at least two accidents in the past year in the area on East Cross, east of Prospect, where cars are parked on one side and said that stripping may prevent more accidents.
- Inquired about a list he submitted to code enforcement containing parcels that haven't removed their snow yet this year.

Ms. Gillotti commented that there was a problem with a small tractor used to clear the sidewalks and said it had to be repaired. She said DPS uses it to clear the sidewalks but if it's not back yet then they may have to use a backup contractor.

- Mr. Murdock asked how many city employees make around \$9.00 per hour and commented that he saw a job posted in the Senior Center for that rate. He suggested maybe changing the rate.

City Manager Lange commented that Human Resources Manager Judi Smith is good at that and he will follow up on it.

Robb

- Requested the Mayor call a special meeting on January 28th for the City Manager Performance Review. He said City Manager Lange may request a closed session.

Clerk McMullan agreed to organize the special meeting for 7:00 p.m.

Council Member Vogt moved, supported by Council Member Jefferson to extend the meeting to 11:59 p.m. On a voice vote the motion carried.

Vogt

- Thanked DPS for a great job with snow removal.

Richardson

- Reported she attended the Ypsilanti Community School's basketball game Friday night and there were about 2500 people in attendance. She said there was a fight but it was quickly broken up.

XV. COMMUNICATIONS FROM THE MAYOR –

Nominations:

Ypsilanti Zoning Board of Appeals
Eric Seymour (open)
611 Pearl St. Apt. #5 Ypsilanti, MI 48197
Ypsilanti, MI 48197
Term Expires: 5/1/2016

Ypsilanti Historic District Commission
Anne Stevenson-Less (reappointment)
707 Collegewood
Ypsilanti, MI 48197
Term Expires: 1/31/2017

Ypsilanti Historic District Commission
Michael Condon (reappointment)
313 Maple
Ypsilanti, MI 48198
Term Expires: 1/31/2017

Ypsilanti Historic District Commission
Henry Prebys (reappointment)
301 N. Grove
Ypsilanti, MI 48198
Term Expires: 1/31/2017

XVI. COMMUNICATIONS FROM THE CITY MANAGER –

- Commented on the SAFER grant and said Chief Anthouard did a spectacular job on securing it. He said the city has been trying to hire quality firefighters and with the grant we are required to hire five between April 8, 2014 and April 7, 2016. He said he is working with the Fire Civil Service Commission to expand the list of people that are potentially available and said replacements will be needed if someone retires between now and April 2016 due to requirements of grant.
- Stated he is working with Fiscal Services Director Marilou Uy to prepare the budget for the next two years.

- Reported he attended a great MLK Day event at EMU where they had a splendid turnout.

XVII. AUDIENCE PARTICIPATION –

1. Cheryl Farmer, 214 N. Huron, thanked City Council and the Mayor for their hard work and complimented Ms. Gillotti for excellent work as Community Development Director. She further commented that she likes the design of proposed Water Street apartment building but is concerned about the impact the proposal may have on the rest of the development needed for Water Street.
2. Dave Heikkinen, 133 W. Michigan, commented on the effect that low public housing may have on the promotion of the city. He suggested that audience participation be sooner in the meeting because people leave early.

Council Member Jefferson moved, supported by Council Member Vogt to extend the meeting. On a voice vote the motion carried.

3. Brian Nwagwu commented on the comparison of Ann Arbor and Ypsilanti and the importance of public housing management.

XVIII. REMARKS FROM THE MAYOR –

- Mayor Schreiber appreciated everyone who participated in audience participation. He agreed that management is 95% of how a complex's success.
- Stated that Council encourages audience participation but said sometimes it takes a while to occur when there is a long agenda.

Richardson

- Explained that her comments regarding public housing weren't racial. She suggested changing the agenda so that audience participation is sooner, and Council Member Vogt supported the suggestion.

XIX. ADJOURNMENT –

Resolution No. 2014-031, adjourning the City Council meeting.

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

That the City Council Meeting be adjourned, on call, by the Mayor or two (2) members of Council.

OFFERED BY: Council Member Jefferson

SUPPORTED BY: Council Member Vogt

On a voice vote, the motion carried and the meeting adjourned at 12:04 a.m.



Resolution No. 2014 – 034
February 4, 2014

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

That the following items be approved:

1. Resolution No. 2014-035, approving Ordinance No. 1209, an ordinance entitled, "An ordinance to enter into an option to purchase agreement with the New Parkridge LDHA Limited Partnership for the sale of all remaining city-owned low income housing projects. **(Second Reading)**
2. Resolution No. 2014-036, approving, Ordinance No. 1211, an ordinance entitled, "City of Ypsilanti Tax Exemption Ordinance – Parkridge". **(Second Reading)**
3. Resolution No. 2014-037, approving Ordinance No. 1213, an ordinance to amend Ypsilanti Code relative to litter and dumping. **(Second Reading)**
4. Resolution No. 2014-038, approving Ordinance No. 1214, an ordinance to amend Chapter 70 "Municipal Civil Infractions" of the Ypsilanti City Code, Article II, "Municipal Ordinance Violations Bureau", Section 70-38, "Schedule of Civil Fines Established". **(Second Reading)**
5. Resolution No. 2014-039, appointing Police Chief Tony DeGuisti as City representative on the Washtenaw County Emergency Telephone District Board (ETDB).
6. Resolution No. 2014-040, accepting SAFER grant.
7. Resolution No. 2014-041, approving appointments to Boards and Commissions.
8. Resolution No. 2014-042, recognizing "The Program" as a non-profit organization operating in the City of Ypsilanti for the purpose of charitable gaming.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

Ordinance No. 1209

An ordinance to enter into an option to purchase agreement with New Parkridge LDHA Limited Partnership for the sale of the city-owned Parkridge low income housing project (Parkridge)

WHEREAS the City of Ypsilanti created the Ypsilanti Housing Commission by the authority invested in it by the Michigan Legislature pursuant to MCL 125.652, et seq, to administer the low income public housing and Section 8 programs within the City; and

WHEREAS the City of Ypsilanti owns certain properties that are administered by the Ypsilanti Housing Commission; and

WHEREAS the Ypsilanti Housing Commission has applied to U.S. Department of Housing and Urban Development's Rental Assistance Demonstration Program, which provides the opportunity to convert public housing to units subsidized with Project Based Rental Assistance; and

WHEREAS the Ypsilanti Housing Commission and/or its assigns intends to apply for Low-Income Housing Tax Credits from the Michigan State Housing Development Authority to raise capital to renovate or replace current units; and

WHEREAS the Ypsilanti Housing Commission must show that they, or their assigns, have site control in order for its application to be approved; and

WHEREAS the current plan is to create two separate projects consisting of the Parkridge Site in one project and all other existing sites in another project, called the Scatter Site; and

WHEREAS the City, in its 2012 Master Plan has defined its guiding values to include, "Anyone, no matter what age or income, can find a place to call home in Ypsilanti: Housing options should match the needs of the people. Those needs will change as residents age and move. The need for safe, quality, affordable homes for all should be factored into decisions."; and

WHEREAS the City desires to sell such properties to further these goals; and

WHEREAS the anticipated procedure would be to eventually transfer both projects to separate limited partnerships jointly owned by three entities: a limited liability company wholly owned by the Chesapeake Community Advisors; a limited liability company wholly owned by the Ypsilanti Washtenaw Housing Corporation; a nonprofit corporation wholly owned by Ypsilanti Housing Commission; and a LIHTC limited partner; and

WHEREAS this limited partnership would be a limited dividend housing association, pursuant to MCL 125.1491, and exempt from ad valorem taxes; and

WHEREAS the option to purchase agreement drafted by the City Attorney fulfills the requirements for the Ypsilanti Housing Commission's application, relative to the Parkridge Site, and the anticipated procedure while still making any sale by the City contingent on MSHDA's approval of the LIHTC and HUD's approval of the application to RAD;

NOW THEREFORE:

1. THE CITY OF YPSILANTI ORDAINS:

- A. The Mayor and City Clerk are authorized to enter into the option to purchase agreement with New Parkridge LDHA Limited Partnership relative to the Parkridge Site, in conjunction with and subject to the review and approval of the City Attorney;
- B. The City Manager is further authorized to enter into any negotiations with New Parkridge LDHA Limited Partnership for the ultimate transfer of the land;
- C. City Council shall review the terms and conditions that result from such negotiations, including the deed to transfer title to the property and any memorandum of understanding entered into by the parties, and may approve such by resolution.

2. Copies to be available. Copies of the Ordinance are available at the office of the city clerk for inspection by, and distribution to, the public during normal office hours.

3. Publication and Effective Date. The City Clerk shall cause this Ordinance, or a summary of this Ordinance, to be published by printing the same in the Ypsilanti Courier. This Ordinance shall become effective after publication at the expiration of 30 days after adoption.

MADE, PASSED AND ADOPTED BY THE YPSILANTI CITY COUNCIL THIS _____ DAY OF _____, 2014.

Frances McMullan, City Clerk

Attest

I do hereby confirm that the above Ordinance No. _____ was published in the Ypsilanti Courier on the _____ day of _____, 2014.

Frances McMullan, City Clerk

CERTIFICATE OF ADOPTING

I hereby certify that the foregoing is a true copy of the Ordinance passed at the regular meeting of the City Council held on the _____ day of _____, 2014.

Frances McMullan, City Clerk

Notice Published: January 8, 2014

First Reading: January 21, 2014

Second Reading: February 4, 2014

Published: _____

Effective Date: _____



Resolution No. 2014-035
February 4, 2014

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

That an ordinance entitled "An ordinance to enter into an option to purchase agreement with New Parkridge LDHA Limited Partnership for the sale of the city-owned Parkridge low income housing project (Parkridge)" be approved on Second and Final reading.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

Ordinance No. 1211

An Ordinance to provide for a service charge in lieu of taxes for a housing project for low income persons and families pursuant to the provisions of the State Housing Development Authority Act of 1966 (1966 PA 346, as amended; MCL 125.1401, et seq) (the "Act").

THE CITY OF YPSILANTI ORDAINS:

SECTION 1. This Ordinance shall be known and cited as the "City of Ypsilanti Tax Exemption Ordinance-Parkridge."

SECTION 2. Preamble.

It is acknowledged that it is a proper public purpose of the State of Michigan and its political subdivisions to provide housing for its low income persons and families and to encourage the development of such housing by providing for a service charge in lieu of property taxes in accordance with the Act. The City of Ypsilanti (the "City") is authorized by this Act to establish or change the service charge to be paid in lieu of taxes by any or all classes of housing exempt from ad valorem taxation under this Act at any amount it chooses, not to exceed the taxes that would be paid but for this Act. It is further acknowledged that such housing for low income persons and families is a public necessity, and as the City will be benefited and improved by such housing, the encouragement of the same by providing real estate tax exemption for such housing is a valid public purpose. It is further acknowledged that the continuance of the provisions of this Ordinance for exemption from ad valorem taxation and the service charge in lieu of all ad valorem taxes during the period contemplated in this Ordinance are essential to the determination of economic feasibility of the housing projects that is constructed or rehabilitated with financing extended in reliance on such tax exemption.

The City acknowledges that the Sponsor (as defined below) has offered, subject to the approval of an application to the U.S. Department of Housing and Urban Development's Rental Assistance Demonstration Program and subject to receipt of an allocation under the LIHTC Program by the Michigan State Housing Development Authority, to acquire, rehabilitate, own, and operate a housing project identified as Parkridge Housing Project on certain property located at Parcel 11-11-39-468-010 in the City to serve low income persons and families (the "Project"), and that the Sponsor has offered to pay the City on account of this housing project an annual service charge for public services in lieu of all ad valorem property taxes.

SECTION 3. Definitions.

A. Authority means the Michigan State Housing Development Authority.

B. Annual Shelter Rent means the total collections during an agreed annual period from or paid on behalf of all occupants of a housing project representing rent or occupancy charges (excluding all other income of the Project), less utilities. This does not include any payments or subsidies collected from the U.S. Department of Housing and Urban Development or the Michigan State Housing Development Authority.

D. LIHTC Program means the Low Income Housing Tax Credit program administered by the Authority under Section 42 of the Internal Revenue Code of 1986, as amended.

E. Low Income Persons and Families means persons and families eligible to move into a housing project.

F. Sponsor means the New Parkridge LDHA Limited Partnership, a Michigan limited partnership, its successor, or its assigns.

G. Utilities mean charges for gas, electric, water, and sanitary sewer furnished to the occupants that are paid by the housing project. Phone, cable, internet, and television services are specifically not considered utilities.

SECTION 4. Class of Housing Projects.

It is determined that the class of housing projects to which the exemption from ad valorem taxation shall apply and for which a service charge shall be paid in lieu of such taxes shall be as defined by Section 15a(1) of the Act, being MCL 125.1415a(1).

SECTION 5. Establishment of Annual Service Charge.

Subject to the approval of an application to the U.S. Department of Housing and Urban Development's Rental Assistance Demonstration Program and subject to receipt of an allocation under the LIHTC Program by the Michigan State Housing Development Authority, the Project and the property on which it is located shall be exempt from all ad valorem property taxes from and after the commencement of construction or rehabilitation.

In consideration of the Sponsor's offer to construct, rehabilitate, and operate the Project, the City agrees to accept payment of an annual service charge for public services in lieu of all ad valorem property taxes. The annual service charge shall be (a) equal to ten percent (10%) of the Annual Shelter Rents during each operating year, (b) the amount of taxes that would be paid but for this Ordinance, or (c) the amount permitted to be paid by applicable state or federal law in effect on the effective date of this Ordinance, whichever amount is lower. The annual service charge shall be paid as a first priority from the cash flow waterfall as determined on the annual audit of the operating year.

SECTION 6. Contractual Effect of Ordinance.

Notwithstanding the provisions of section 15a(5) of the Act to the contrary, a contract between the City and the Sponsor with the Authority as third party beneficiary under the contract, to provide tax exemption and accept payments in lieu of taxes, as previously described, is effectuated by enactment of this Ordinance.

SECTION 7. Limitation on the Payment of Annual Service Charge.

Notwithstanding Section 5, the service charge to be paid each year in lieu of taxes for the part of the Project that is exempt from ad valorem taxes but which is occupied by other than low income persons or families shall be equal to the full amount of the taxes which would be paid on that portion of the Project if the Project were not tax exempt.

SECTION 8. Payment of Service Charge.

The annual service charge in lieu of taxes, as determined under this Ordinance, shall be payable to the City and distributed to the several units levying the general property tax in accordance with Section 15a(4) of the Act. The annual payment for each operating year shall be paid on or before April 15th of the following year.

SECTION 9. Duration.

This Ordinance shall remain in effect and shall not terminate so long as (a) the Project remains subject to income and rent restrictions under the LIHTC Program or (b) the Project remains exempt from ad valorem taxation pursuant to 15a(5) of the Act.

SECTION 10. Severability.

The various sections and provisions of this Ordinance shall be deemed to be severable, and should any section or provision of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid the same shall not affect the validity of this Ordinance as a whole or any section or provision of this Ordinance, other than the section or provision so declared to be unconstitutional or invalid.

SECTION 11. Inconsistent Ordinances.

All ordinances or parts of ordinances inconsistent or in conflict with the provisions of this Ordinance are repealed to the extent of such inconsistency or conflict.

SECTION 12. Copies to be available.

Copies of the Ordinance are available at the office of the city clerk for inspection by, and distribution to, the public during normal office hours.

SECTION 13. Publication and Effective Date.

The City Clerk shall cause this Ordinance, or a summary of this Ordinance, to be published by printing the same in the Ypsilanti Courier. This Ordinance shall become effective after publication at the expiration of 30 days after adoption.

MADE, PASSED AND ADOPTED BY THE YPSILANTI CITY COUNCIL THIS _____ DAY OF _____, 2014.

Frances McMullan, City Clerk

Attest

I do hereby confirm that the above Ordinance No. _____ was published in the Ypsilanti Courier on the _____ day of _____, 2014.

Frances McMullan, City Clerk

CERTIFICATE OF ADOPTING

I hereby certify that the foregoing is a true copy of the Ordinance passed at the regular meeting of the City Council held on the _____ day of _____, 2014.

Frances McMullan, City Clerk

Notice Published: January 15, 2014

First Reading: January 21, 2014

Second Reading: February 4, 2014

Published: _____

Effective Date: _____



Resolution No. 2014-036
February 4, 2014

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

That an ordinance entitled "City of Ypsilanti Tax Exemption Ordinance-Parkridge." be approved on Second and Final reading.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

Ordinance No. 1213

AN ORDINANCE TO AMEND THE YPSILANTI CODE TO SECURE THE PUBLIC SAFETY, HEALTH, AND WELFARE OF THE RESIDENTS AND PROPERTY OWNERS OF THE CITY OF YPSILANTI BY PROVIDING FOR THE REGULATION OF LITTER AND UNAUTHORIZED USE OF RECEPTACLES BY ADDING DEFINITIONS AND PROVISIONS SIMILAR TO MCL 324.8901 ET SEQ. AND MAKING THOSE VIOLATIONS MUNICIPAL CIVIL INFRACTIONS, BY AMENDING CHAPTER 42 "ENVIRONMENT," ARTICLE II "NUISANCES," DIVISION 3 "LITTER," SECTION 42-66 "DEFINITIONS," SECTION 42-68 "BLIGHT VIOLATION" TO "BLIGHT VIOLATION UNLESS SPECIFIED AS A MUNICIPAL CIVIL INFRACTION," AND SECTION 42-72 "LITTER THROWN BY PERSONS IN VEHICLES" TO "LITTERING ON PUBLIC OR PRIVATE PROPERTY OR WATER AND UNAUTHORIZED USE OF RECEPTACLES PROHIBITED; REMOVAL OF INURIOUS SUBSTANCES DROPPED ON HIGHWAY AS A RESULT OF ACCIDENT;" AND BY DELETING SECTION 71-72 "SPECIFIC VIOLATIONS," SUBSECTION (3) "LITTERING" OF CHAPTER 71 "ADMINISTRATIVE HEARINGS BUREAU," ARTICLE III "VIOLATIONS;" AND BY DELETING SECTION 86-4 "UNAUTHORIZED USE OF RECEPTACLES" OF CHAPTER 86 "SOLID WASTE," ARTICLE I "IN GENERAL;" AND, FOR CONSISTENCY, TO AMEND VIOLATIONS OF CHAPTER 42 "ENVIRONMENT," ARTICLE II "NUISANCES," DIVISION 3 "LITTER," SECTIONS 42-72, 42-73, 42-76, 42-77, 42-78, 42-79, 42-80, AND 42-81 FROM BLIGHT VIOLATIONS TO MUNICIPAL CIVIL INFRACTIONS.

THE CITY OF YPSILANTI HEREBY ORDAINS:

Section 1: Amendments, additions, and deletions to the Code of Ordinances, City of Ypsilanti, Michigan.

That Chapter 42 of the Code of Ordinances, City of Ypsilanti, Michigan, entitled "Environment," Article II "Nuisances," Division 3 "Litter," Section 42-66 "Definitions," is hereby amended as follows:

Sec. 42-66. Definitions.

The following words, terms and phrases when used in this division shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Compost means a mixture of decaying vegetable matter used to fertilize and condition soil.

Exterior means any area of property outside a fully enclosed and covered building, including yard, grounds, walk, driveway, porch, steps, vestibule, except in refuse containers.

Garbage means putrescible animal and vegetable wastes resulting from the handling, preparation, cooking and consumption of food.

Handbill means any printed or written matter, any sample, dodger, circular, leaflet, pamphlet, paper, booklet or other type of written or printed matter, except a newspaper, a utility company notice, a legal notice, a traffic citation or a business card having an area smaller than three square inches.

Litter means all rubbish, refuse, waste material, garbage, offal, paper, glass, cans, bottles, trash, debris, wrecked, scrapped or abandoned vehicles, rags, scrap metal, scrap plumbing parts; broken and/or used indoor appliances, furniture, overstuffed furniture when not fully enclosed in a structure; or parts of any of the foregoing or similar property. Furniture designed and manufactured as outdoor furniture is excluded as "litter" so long as it is in good condition.

Newspaper means any periodical of general circulation published at least quarterly and which contains not more than 85 percent advertising.

Private premises means any dwelling, house, building or other structure, designed or used either wholly or in part for private residential purposes, whether inhabited or vacant and shall include any yard, grounds, walk, driveway, porch, steps, vestibule or mailbox belonging to or appurtenant to such dwelling, house, building or other structure, and any private commercial establishments.

Public or private property or water includes, but is not limited to, any of the following:

(a) The right-of-way of a road or highway, a body of water or watercourse, or the shore or beach of water or watercourse, including the ice above the water.

(b) A park, playground, building, refuge, or conservation area or recreation area.

(c) Residential or farm properties or timberlands.

Refuse means all putrescible and nonputrescible solid wastes except body wastes, including garbage, rubbish, ashes, street cleanings, dead animals, abandoned automobiles and solid market and industrial wastes.

Rubbish means nonputrescible solid wastes consisting of both combustible and noncombustible wastes, such as paper, wrappings, cigarettes, cardboard, tin cans, yard clippings, glass, bedding, crockery and similar materials.

Vehicle means a motor vehicle registered or required to be registered under the Michigan vehicle code, 1949 PA 300, MCL 257.1 to 257.923.

Veslel means a motor vehicle registered or required to be registered under the Part 801 of 1994 PA 451, MCL 324.80101 et seq.

That Chapter 42 of the Code of Ordinances, City of Ypsilanti, Michigan, entitled "Environment," Article II "Nuisances," Division 3 "Litter," Section 42-68 "Blight violation," is hereby amended as follows:

Sec. 42-68. - Blight violation unless specified as a municipal civil infraction.

A person who violates section 42-72, 42-73, 42-76, 42-77, 42-78, 42-79, 42-80, or 42-81 of this division is responsible for a municipal civil infraction, subject to payment of a civil fine as set forth in section 70-38. Repeat municipal civil infraction offenses under this division shall be subject to increased fines as set forth in section 70-38.

A person who violates any other section ~~provision~~ of this division is responsible for a blight violation, subject to payment of a civil fine as set forth in section 71-73. Repeat blight violation offenses under this division shall be subject to increased fines as set forth in section 71-73.

That Chapter 42 of the Code of Ordinances, City of Ypsilanti, Michigan, entitled "Environment," Article II "Nuisances," Division 3 "Litter," Section 42-6 "Definitions," is hereby amended as follows:

Sec. 42-72. ~~Litter thrown by persons in vehicles.~~ Littering on public or private property or water and unauthorized use of receptacles prohibited; removal of injurious substances dropped on highway as a result of accident.

~~No person shall throw litter from a vehicle.~~

(a) Where the amount of litter is less than 1 cubic foot in volume a person shall not knowingly, without the consent of the public authority having supervision of public property or the owner of private property, dump, deposit, place, throw, or leave, or cause or permit the dumping, depositing, placing, throwing, or leaving of, litter on public or private property or water other than property designated and set aside for such purposes or place any garbage or rubbish in any receptacle unless the garbage or rubbish is from the premises at which the receptacle is located, or unless the owner of the premises permits such use.

(b) Where the amount of the litter is 1 cubic foot or more but less than 3 cubic feet in volume a person shall not knowingly, without the consent of the public authority having supervision of public property or the owner of private property, dump, deposit, place, throw, or leave, or cause or permit the dumping, depositing, placing, throwing, or leaving of, litter on public or private property or water other than property designated and set aside for such purposes or place any garbage or rubbish in any receptacle unless the garbage or rubbish is from the premises at which the receptacle is located, or unless the owner of the premises permits such use.

(c) Where the amount of the litter is 3 cubic feet or more in volume, excepting where the litter consists of an abandoned vehicle, a person shall not knowingly, without the consent of the public authority having supervision of public property or the owner of private property, dump, deposit, place, throw, or leave, or cause or permit the dumping, depositing, placing, throwing, or leaving of, litter on public or private property or water other than property designated and set aside for such purposes or place any garbage or rubbish in any receptacle unless the garbage or rubbish is from the premises at which the receptacle is located, or unless the owner of the premises permits such use.

(d) Where the litter consists of an abandoned vehicle , a person shall not knowingly, without the consent of the public authority having supervision of public property or the owner of private property, dump, deposit, place, throw, or leave, or cause or permit the dumping, depositing, placing, throwing, or leaving of, litter on public or private property or water other than property designated and set aside for such purposes. However, the court shall not order the payment

of a fine unless the vehicle has been disposed of under section 252g of the Michigan vehicle code, 1949 PA 300, MCL 257.252g.

(e) A person who removes a vehicle that is wrecked or damaged in an accident on a highway, road, or street shall remove all glass and other injurious substances dropped on the highway, road, or street as a result of the accident.

(f) Presumptions.

(1) Except as provided in subsection (3) involving litter from a leased vehicle or leased vessel, in a proceeding for a violation of this section involving litter from a motor vehicle or vessel, proof that the particular vehicle or vessel described in the municipal civil infraction citation was used in the violation, together with proof that the defendant named in the citation, complaint, or warrant was the registered owner of the vehicle or vessel at the time of the violation, gives rise to a rebuttable presumption that the registered owner of the vehicle or vessel was the driver of the vehicle or vessel at the time of the violation.

(2) There is a rebuttable presumption that the driver of a vehicle or vessel is responsible for litter that is thrown, dumped, deposited, placed, or left from the vehicle or vessel on public or private property or water or placed in a receptacle.

(3) In a proceeding for a violation of this section involving litter from a leased motor vehicle or leased vessel, proof that the particular vehicle or vessel described in the municipal civil infraction citation was used in the violation, together with proof that the defendant named in the citation, complaint, or warrant was the lessee of the vehicle or vessel at the time of the violation, gives rise to a rebuttable presumption that the lessee of the vehicle or vessel was the driver of the vehicle or vessel at the time of the violation.

(4) In a proceeding for a violation of this section involving litter consisting of an abandoned vehicle, proof that the particular vehicle

described in the municipal civil infraction citation was abandoned, and that the defendant named in the municipal civil infraction citation was the titled owner or lessee of the vehicle at the time it was abandoned, gives rise to a rebuttable presumption that the defendant abandoned the vehicle.

That Chapter 71 of the Code of Ordinances, City of Ypsilanti, Michigan, entitled "Administrative Hearings Bureau," Article III "Violations," Section 71-72 "Specific violations," is hereby amended as follows:

Sec. 71-72. Specific violations.

In addition to [section 71-71](#), the following violations are blight violations subject to the procedures and penalties outlined in this chapter:

- (1) *Raw building materials.* Except as may be permitted by a specific business license or other city ordinance, it is a blight violation for any person to store raw building materials on any property unless there is a valid building permit issued according to this Code, and these materials are intended for use in connection with the construction occurring on the property.
- (2) *Junk waste.* It is a blight violation for any person to store, accumulate, or permit the storage or accumulation of any junk or waste on property owned, leased, rented, or occupied by him.
- (3) *Littering.* ~~It is a blight violation for any person to knowingly, without the consent of the public authority having supervision of public property or the owner of private property, dump, deposit, place, throw, or leave, or cause or permit the dumping, depositing, placing, throwing, or leaving of litter on public or private property other than property designated and set aside for such purposes.~~
- (4) ~~Abandoned refrigerators.~~
 - a. It is a blight violation for any person to leave outside of any building or dwelling in a place accessible to children, any abandoned, unattended, available or discarded icebox, refrigerator or any other container of any kind which has an airtight door or lock which may not be easily released for opening from the inside of such icebox, refrigerator, container, or compartment.

b. It is a blight violation for any person to leave outside of any building or dwelling in a place accessible to children, any abandoned, unattended or discarded icebox, refrigerator or any container of any kind, or compartment of any kind, which has a snap lock or other device thereon, without first removing the snap lock or the doors of such icebox, refrigerator, container or compartment, unless the doors thereto are securely fastened by the use of chains, locks or other devices adequate to prevent the opening of such doors.

That Chapter 86 of the Code of Ordinances, City of Ypsilanti, Michigan, entitled "Solid Waste," Article I "In General," Section 86-4, " Unauthorized use of receptacles," is hereby amended as follows:

~~Sec. 86-4. Unauthorized use of receptacles.~~

~~No person shall place any garbage or rubbish in any receptacle unless the garbage or rubbish is from the premises at which the receptacle is located, or unless the owner of the premises permits such use.~~

Section 2. Severability.

If any clause, sentence, section, paragraph, or part of this ordinance, or the application thereof to any person, firm, corporation, legal entity, or circumstances, is for any reason adjudged by a court of competent jurisdiction to be unconstitutional or invalid, such judgment will not affect, impair, or invalidate the remainder of this Ordinance and the application of such provision to other persons, firms, corporations, legal entities, or circumstances by such judgment will be confined in its operation to the clause, sentence, section, paragraph, or part of this Ordinance thereof directly involved in the case or controversy in which such judgment has been rendered and to the person, firm, corporation, legal entity, or circumstances then and there involved. It is hereby declared to be the legislative intent of this body that the Ordinance would have been adopted had such invalid or unconstitutional provisions not have been included in this Ordinance.

Section 3. Repeal.

All other Ordinances inconsistent with the provisions of this Ordinance are, to the

extent of such inconsistencies, hereby repealed.

Section 4. Savings Clause.

The balance of the Code of Ordinances, City of Ypsilanti, Michigan, except as herein or heretofore amended, shall remain in full force and effect. The repeal provided herein will not abrogate or affect any offense or act committed or done, or any penalty or forfeiture incurred, or any pending fee, assessments, litigation, or prosecution of any right established, occurring prior to the effective date hereof.

Section 5. Copies to be available.

Copies of the ordinance are available at the office of the city clerk for inspection by, and distribution to, the public during normal office hours.

Section 6. Publication and Effective Date.

The City Clerk shall cause this Ordinance, or a summary of this Ordinance, to be published by printing the same in the Ypsilanti Courier. The Ypsilanti City Charter Section 2.10(c) says " Except as otherwise provided in this Charter, every adopted ordinance shall become effective after publication at the expiration of 30 days after adoption or at any later date specified therein." Pursuant to that authority this ordinance will become effective on _____, 2014.

MADE, PASSED AND ADOPTED BY THE YPSILANTI CITY COUNCIL THIS ____ DAY OF _____, 2014.

Paul Schreiber, Mayor

Frances McMullan, City Clerk

Attest

I do hereby confirm that the above Ordinance No. ____ was published in the Ypsilanti Courier on the ____ day of _____, 2014.

Frances McMullan, City Clerk

CERTIFICATE OF ADOPTING

I hereby certify that the foregoing is a true copy of the Ordinance passed at the regular meeting of the City Council held on the ____ day of _____, 2014.

Frances McMullan, City Clerk

Notice Published January 15, 2014

First Reading January 21, 2014

Second Reading February 4, 2014

Published _____

Effective Date _____



Resolution No. 2014-037

February 4, 2014

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

That a ordinance entitled "AN ORDINANCE TO AMEND THE YPSILANTI CODE TO SECURE THE PUBLIC SAFETY, HEALTH, AND WELFARE OF THE RESIDENTS AND PROPERTY OWNERS OF THE CITY OF YPSILANTI BY PROVIDING FOR THE REGULATION OF LITTER AND UNAUTHORIZED USE OF RECEPTACLES BY ADDING DEFINITIONS AND PROVISIONS SIMILAR TO MCL 324.8901 ET SEQ. AND MAKING THOSE VIOLATIONS MUNICIPAL CIVIL INFRACTIONS, BY AMENDING CHAPTER 42 "ENVIRONMENT," ARTICLE II "NUISANCES," DIVISION 3 "LITTER," SECTION 42-66 "DEFINITIONS," SECTION 42-68 "BLIGHT VIOLATION" TO "BLIGHT VIOLATION UNLESS SPECIFIED AS A MUNICIPAL CIVIL INFRACTION," AND SECTION 42-72 "LITTER THROWN BY PERSONS IN VEHICLES" TO "LITTERING ON PUBLIC OR PRIVATE PROPERTY OR WATER AND UNAUTHORIZED USE OF RECEPTACLES PROHIBITED; REMOVAL OF INURIOUS SUBSTANCES DROPPED ON HIGHWAY AS A RESULT OF ACCIDENT;" AND BY DELETING SECTION 71-72 "SPECIFIC VIOLATIONS," SUBSECTION (3) "LITTERING" OF CHAPTER 71 "ADMINISTRATIVE HEARINGS BUREAU," ARTICLE III "VIOLATIONS;" AND BY DELETING SECTION 86-4 "UNAUTHORIZED USE OF RECEPTACLES" OF CHAPTER 86 "SOLID WASTE," ARTICLE I "IN GENERAL;" AND, FOR CONSISTENCY, TO AMEND VIOLATIONS OF CHAPTER 42 "ENVIRONMENT," ARTICLE II "NUISANCES," DIVISION 3 "LITTER," SECTIONS 42-72, 42-73, 42-76, 42-77, 42-78, 42-79, 42-80, AND 42-81 FROM BLIGHT VIOLATIONS TO MUNICIPAL CIVIL INFRACTIONS" be approved on Second and Final Reading.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

Ordinance No. 1214

AN ORDINANCE TO AMEND CHAPTER 70 "MUNICIPAL CIVIL INFRACTIONS" OF THE YPSILANTI CITY CODE, ARTICLE II "MUNICIPAL ORDINANCE VIOLATIONS BUREAU," SECTION 70-38 "SCHEDULE OF CIVIL FINES ESTABLISHED," SO THAT THE SCHEDULE OF CIVIL FINES IS SET BY CITY COUNCIL RESOLUTION.

THE CITY OF YPSILANTI HEREBY ORDAINS:

Section 1: Amendments, additions, and deletions to the Code of Ordinances, City of Ypsilanti, Michigan.

That Chapter 70 of the Code of Ordinances, City of Ypsilanti, Michigan, entitled "Municipal Civil Infractions," Article II "Municipal Ordinance Violations Bureau," Section 70-38 "Schedule of civil fines established," is hereby amended as follows:

Sec. 70-38. General penalties and costs.

All municipal civil infraction citations and violation notices under this Code are subject to enforcement by the procedures and penalties outlined in this Chapter, Section 1-15 of the Ypsilanti City Code, and the Ypsilanti City Code in general. The city council will establish a schedule for the civil fines by resolution, and as amended from time to time.

~~Sec. 70-38. Schedule of civil fines established.~~

~~A schedule of civil fines payable to the bureau for admissions of responsibility by persons served with municipal ordinance violation notices is hereby established. The fines for the violations listed in this section shall be as follows:~~

Code Section	Municipal Civil Infraction	First Violation	First Repeat Violation	Second or Subsequent Repeat Violation
10-46	Amusement arcade license	\$ 50.00	\$150.00	\$300.00

10-71	Coin-operated amusement device license	-50.00	-150.00	-300.00
10-136	Billiard parlor or poolroom license	-50.00	-150.00	-300.00
10-196	Dancehall or cabaret license	-50.00	-150.00	-300.00
10-223	Entertainment booths	-50.00	-150.00	-300.00
10-266	Special event and festival permits	-50.00	-150.00	-300.00
14-7	Restrictions on keeping certain animals	-50.00	-150.00	-300.00
14-8	Restraint of animals	-50.00	-150.00	-300.00
14-9	Removal of animal waste	-50.00	-150.00	-300.00
14-31	Animal licenses	-50.00	-150.00	-300.00
14-82	Animal permits	-50.00	-150.00	-300.00
22-32	New business registration	-50.00	-150.00	-300.00
22-61	Bed and breakfast lodgings and inns	-50.00	-150.00	-300.00
26-48	Noise or improper conduct in cemetery	-50.00	-150.00	-300.00
26-49	Entering and/or disturbing cemetery lot without	-50.00	-150.00	-300.00

	consent			
26-116	Health club license	-50.00	-150.00	-300.00
38-33	Police alarm permit	-50.00	-150.00	-300.00
38-34	Fire alarm permit	-50.00	-150.00	-300.00
42-68	Litter	-50.00	-150.00	-300.00
42-98	Noise	-50.00	-150.00	-300.00
54-36	Historic district regulations	up to 5,000.00	up to 5,000.00	up to 5,000.00
58-73	Discrimination	-50.00	-150.00	-300.00
66-1	Failure to return overdue book to library	-50.00	-150.00	-300.00
66-2	Returning damaged items to library	-50.00	-150.00	-300.00
78-122	Permit for use of public building or structure	-50.00	-150.00	-300.00
86-32	Disposal arrangements	-50.00	-100.00	-200.00
86-33	Commercial properties	-50.00	-100.00	-200.00

86-34	Residential properties	50.00	100.00	200.00
86-35	Multiple dwellings	50.00	100.00	200.00
86-54	Residential properties—peak times	50.00	100.00	200.00
94-137	Snow removal from sidewalk adjacent to residential premises	15.00		
94-137	Snow removal from sidewalk adjacent to commercial premises	25.00		
94-137	Snow removal from parking lot serving less than 10 dwelling units	50.00		
94-137	Snow removal from parking lot serving 10 or more dwelling units	100.00		
106-96	Water use restrictions	50.00 plus costs	100.00 plus costs	500.00 plus costs
110-34	Trees and shrubs	100.00		
110-81	Grass and weed control	100.00		
122-8	Zoning	100.00		

Section 2. Severability.

If any clause, sentence, section, paragraph, or part of this ordinance, or the application thereof to any person, firm, corporation, legal entity, or circumstances, is for

any reason adjudged by a court of competent jurisdiction to be unconstitutional or invalid, such judgment will not affect, impair, or invalidate the remainder of this Ordinance and the application of such provision to other persons, firms, corporations, legal entities, or circumstances by such judgment will be confined in its operation to the clause, sentence, section, paragraph, or part of this Ordinance thereof directly involved in the case or controversy in which such judgment has been rendered and to the person, firm, corporation, legal entity, or circumstances then and there involved. It is hereby declared to be the legislative intent of this body that the Ordinance would have been adopted had such invalid or unconstitutional provisions not have been included in this Ordinance.

Section 3. Repeal.

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

Section 4. Savings Clause.

The balance of the Code of Ordinances, City of Ypsilanti, Michigan, except as herein or heretofore amended, shall remain in full force and effect. The repeal provided herein will not abrogate or affect any offense or act committed or done, or any penalty or forfeiture incurred, or any pending fee, assessments, litigation, or prosecution of any right established, occurring prior to the effective date hereof.

Section 5. Copies to be available.

Copies of the ordinance are available at the office of the city clerk for inspection by, and distribution to, the public during normal office hours.

Section 6. Publication and Effective Date.

The City Clerk shall cause this Ordinance, or a summary of this Ordinance, to be published by printing the same in the Ypsilanti Courier. The Ypsilanti City Charter Section 2.10(c) says " Except as otherwise provided in this Charter, every adopted ordinance shall become effective after publication at the expiration of 30 days after adoption or at any later date specified therein." Pursuant to that authority this ordinance will become effective on _____, 2014.

MADE, PASSED AND ADOPTED BY THE YPSILANTI CITY COUNCIL THIS ____ DAY OF _____, 2014.

Paul Schreiber, Mayor

Frances McMullan, City Clerk

Attest

I do hereby confirm that the above Ordinance No. ____ was published in the Ypsilanti Courier on the ____ day of _____, 2014.

Frances McMullan, City Clerk

CERTIFICATE OF ADOPTING

I hereby certify that the foregoing is a true copy of the Ordinance passed at the regular meeting of the City Council held on the ____ day of _____, 2014.

Frances McMullan, City Clerk

Notice Published January 15, 2014

First Reading January 21, 2014

Second Reading _____

Published _____

Effective Date _____



Resolution No. 2014-038
February 4, 2014

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

That an ordinance entitled "AN ORDINANCE TO AMEND CHAPTER 70 "MUNICIPAL CIVIL INFRACTIONS" OF THE YPSILANTI CITY CODE, ARTICLE II "MUNICIPAL ORDINANCE VIOLATIONS BUREAU," SECTION 70-38 "SCHEDULE OF CIVIL FINES ESTABLISHED," SO THAT THE SCHEDULE OF CIVIL FINES IS SET BY CITY COUNCIL RESOLUTION" be approved on Second and Final Reading.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:



REQUEST FOR LEGISLATION
February 4, 2014

FROM: Chief Tony DeGiusti

SUBJECT: Appointment to Washtenaw County Emergency Telephone District Board.

Summary and Background:

Each city has a representative to the Washtenaw County Emergency Telephone District Board. Traditionally it has been the Chief of Police in each jurisdiction. The Emergency Telephone District Board was established in 1995 to provide emergency telephone services for the people of Washtenaw County. This board is assigned the responsibility of assuring the fiscal integrity of the Emergency Telephone District through the monitoring of the expenditures of 9-1 -1 surcharge monies, assuring compliance with applicable state law. Until her retirement Chief Walker served as the city's representative.

Action Requested:

Adopt a resolution appointing Chief Tony DeGiusti as the replacement for Chief Amy Walker on the Washtenaw County Emergency Telephone District Board.

City Manager Approval: _____ Council Agenda Date: _____

City Manager Comments: _____



Resolution No. 2014-039
February 4, 2014

RESOLVED BY THE CITY COUNCIL OF THE CITY OF YPSILANTI:

THAT Police Chief Tony DeGiusti be appointed to serve as the City's representative for the Washtenaw County Emergency Telephone District Board (ETDB).

OFFERED BY:_____

SUPPORTED BY:_____

YES:

NO:

ABSENT:

VOTE:



**Barr,
Anhut &
Associates, P.C.**
ATTORNEYS AT LAW

105 Pearl Street
Ypsilanti, MI 48197
(734) 481-1234
Fax (734) 483-3871
www.barrlawfirm.com
e-mail: jbarr@barrlawfirm.com

John M. Barr
Karl A. Barr
~~~~~

Jesse O'Jack ~ Of Counsel  
William F. Anhut ~ Of Counsel – Retired  
Jane A. Slider ~ Legal Assistant

**REQUEST FOR LEGISLATION**

DATE: January 27, 2014

FROM: John M. Barr, Ypsilanti City Attorney

SUBJECT: \$800,505 SAFER Grant

**SUMMARY/BACKGROUND**

Fire Chief Max Anthouard applied for and received a SAFER grant to hire back 5 firefighters lost by attrition. Council approved the application. Now that the grant has been awarded Council should approve accepting the grant.

The attached resolution is to accept the grant.

ATTACHMENTS: Proposed Resolution to Accept SAFER grant

RECOMMENDED ACTION: Request Council approve the grant

---

DATE RECEIVED: \_\_\_\_\_ AGENDA ITEM NO.

CITY MANAGER COMMENTS:

FOR AGENDA OF: \_\_\_\_\_ FINANCE DIR. APPROVAL

COUNCIL ACTION TAKEN:



Resolution No. 2014-040  
February 4, 2014

RESOLUTION TO APPROVE \$800,505 SAFER GRANT

**RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:** that the SAFER grant EMW-2013-FH-0091, in amount of \$800,505 is accepted by the City and the Fire Chief is authorized to take all action to accept and implement the grant.

OFFERED BY: \_\_\_\_\_

SUPPORTED BY: \_\_\_\_\_

YES:            NO:            ABSENT:            VOTE:



Resolution No. 2014 –041  
February 4, 2014

**RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:**

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

| <b><u>NAME</u></b>                                                                      | <b><u>BOARD</u></b>          | <b><u>TERM<br/>EXPIRATION</u></b> |
|-----------------------------------------------------------------------------------------|------------------------------|-----------------------------------|
| Eric Seymour (open)<br>611 Pearl St. Apt. #5 Ypsilanti, MI 48197<br>Ypsilanti, MI 48197 | Zoning Board of Appeals      | 5/1/2016                          |
| Anne Stevenson-Less (reappointment)<br>707 Collegewood<br>Ypsilanti, MI 48197           | Historic District Commission | 1/31/2017                         |
| Michael Condon (reappointment)<br>313 Maple<br>Ypsilanti, MI 48198                      | Historic District Commission | 1/31/2017                         |
| Henry Prebys (reappointment)<br>301 N. Grove<br>Ypsilanti, MI 48198                     | Historic District Commission | 1/31/2017                         |

OFFERED BY: \_\_\_\_\_

SUPPORTED BY: \_\_\_\_\_

YES:            NO:            ABSENT:            VOTE:

**Statement from Eric Seymour:**

- I am currently pursuing a PhD in urban and regional planning at the University of Michigan. My research area is housing and community development.
- I hold a master's degree in urban and regional planning from the University of Florida. I've taken courses on public administration and ethics covering the role of the ZBA.
- I have worked as a housing researcher in South and Central Florida for a few years. I spent most of my time on work related to preserving workforce housing. Here's [a link](#) to one of the centers I worked for.
- I have also worked with non-profits in Detroit, especially Michigan Community Resources (MCR), on the public outreach component of the Detroit Works Project.

I seek to preserve and enhance the interests of Ypsilanti residents, businesses, and visitors through the faithful application of the City's zoning ordinance. I will work to maintain the community vision codified in the zoning ordinance, supporting the granting of variances when all necessary criteria are satisfied. Through my involvement in the Zoning Board of Appeals, I hope to engage more deeply with the Ypsilanti community and gain valuable experience in matters related to urban planning.

**Statement from Anne Stevenson-Less:**

It is my intention and hope to continue to serve on the Historic District Commission for another term.

Certainly my primary goal is for the Commission to continue to support and interpret the Secretary of Interior Standards fairly and reasonably. With that, it is important for the HDC to continue to monitor and protect the historic resources within its borders. We work with staff to make sure that property owners are in compliance and have easy access to us in terms of questions, concerns, etc.

During my next term, I would also like to see our visibility and communication with our property owners continue to grow, and I hope that we can start to offer more free workshops to the public, like we were doing several years ago.

I would like to see more conversation between the Building Department and the HDC to work on compliance issues.

I would like to make sure that the Commission has opportunities for continued training and HDC educational opportunities. I think we should continue discussions regarding sustainable practices (like solar power) and how these technologies will impact the District.

**Statement from Mike Condon:**

Yes, I plan to continue to serve, at least for the near future.

Background statement: I have 25 years of experience restoring historic structures all day every day.

My goals: To protect the integrity of the Ypsilanti Historic district while actively working to help property owners accomplish what they intend.

TO: Mayor Paul Schreiber

FROM: Henry J. Prebys

January 28, 2014

I am pleased to accept another appointment to Ypsilanti's Historic District Committee pending approval of the City Council.

I have been a member of the HDC since the early 1990's and have contributed knowledge of Historic buildings and materials which was part of my work experience at The Henry Ford Museum and Greenfield Village where I was employed for thirty-five years.

Although I am retired, I continue to have a strong interest in Historic Preservation. I believe that the Historic District and the Commission has been important in the positive development of the City of Ypsilanti. I have lived in the Historic District for over thirty years.

My goal for the future as a member of the HDC is to help provide the applicants an understanding ear as well as to help provide them with a clear explanation of the the decisions of the Commission.



REQUEST FOR LEGISLATION  
July 17, 2012

From: Frances McMullan, City Clerk

Subject: Charitable Gaming License – “The Program”

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SUMMARY & BACKGROUND:

“The Program” is a travel basketball team for boys ages 8-17 and would like to be recognized as a non-profit organization operating in the community for the purpose of obtaining a charitable gaming license for fundraising. “The Program” is a public charity organization with a 501©(3) tax exempt status.

The organization would like to host fundraising events at Vision Lanes in Canton Michigan on the following dates:

- February 4<sup>th</sup> – 7<sup>th</sup>
- February 16<sup>th</sup> – 19<sup>th</sup>
- March 4<sup>th</sup> – 7<sup>th</sup>
- April 5<sup>th</sup> – 8<sup>th</sup>

Please contact Clay Bell, Program Director at (734) 217-9892 for further information.

RECOMMENDED ACTION: Approval

ATTACHMENTS:      Resolution  
                             Letter from Program Director  
                             Tax Exempt Certificate and supplemental documents

---

CITY MANAGER APPROVAL: \_\_\_\_\_ COUNCIL AGENDA DATE: \_\_\_\_\_

CITY MANAGER COMMENTS: \_\_\_\_\_

FISCAL SERVICES DIRECTOR APPROVAL: \_\_\_\_\_



Resolution No. 2014 - 042  
February 4, 2014

**RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:**

**WHEREAS**, "The Program", a travel basketball team for boys ages 8-17, helps young boys and men develop their basketball skills, prepare them for college and assists with studying and college entrance exams; and

WHEREAS, "The Program" intends to apply to the State of Michigan for a Charitable Gaming License; and

**WHEREAS**, this license would permit "The Program" to hold fundraising events; and

**WHEREAS**, "The Program" has a 501(c)(3) tax exempt status and has been in existence since September 19, 2006.

**NOW THEREFORE BE IT RESOLVED THAT** the Ypsilanti City Council recognizes "The Program" as a nonprofit organization operating in the City of Ypsilanti for the purpose of obtaining a charitable gaming license.

OFFERED BY: \_\_\_\_\_

SUPPORTED BY: \_\_\_\_\_

YES:                      NO:                      ABSENT:                      VOTE:

01/27/2014

To whom it may concern:

Our organization, "The Program" is a travel basketball team for boys ages 8-17 years of age. We help these young boys and men develop their basketball skills and abilities to a higher level which makes them more competitive amongst their peers. The other focus of our organization is to prepare college bound students in their core classes as well as provide assistance with studying for college entrance exams. There are no by-laws required for our organization because it is not required for our operation. The only members are our President Allen Gardet, Vice President Jeremy Morgan, and Program Director Clay Bell. The fees we collect are only to pay for gym time and tournament entrance fees. There are no membership fees and all members are non compensated volunteers. Anyone who assists our organization is a non compensated volunteer as well.

We are an approved 501 (c) 3 organization that has been in existence since 09/19/2006.

Respectfully,

Clay Bell

Program Director

734-217-9892

**LARA**  
Department of Licensing and Regulatory Affairs

**MICHIGAN.GOV**  
Michigan's  
Official  
Web Site

[Michigan.gov Home](#) | [Business Entity Search Home](#) | [Corps Home](#) | [Contact Corporations](#) | [LARA Home](#)**CORPORATE ENTITY DETAILS**

Searched for: THE PROGRAM

ID Num: 799817

Entity Name: THE PROGRAM

Type of Entity: Domestic Nonprofit Corporation

Resident Agent: CLAY BELL

Registered Office Address: 7318 MUIRFIELD YPSILANTI MI 48197

Mailing Address: MI

Formed Under Act Number(s): 162-1982

Incorporation/Qualification Date: 9-19-2006

Jurisdiction of Origin: MICHIGAN

Number of Shares: 0

Year of Most Recent Annual Report: 13

Year of Most Recent Annual Report With Officers & Directors: 07

Status: ACTIVE Date: Present

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# *Michigan Department of Labor & Economic Growth*

## *Filing Endorsement*

*This is to Certify that the CERTIFICATE OF AMENDMENT - CORPORATION  
for  
THE PROGRAM*

*ID NUMBER: 799817*

*received by facsimile transmission on August 8, 2008 is hereby endorsed  
Filed on August 8, 2008 by the Administrator.*

*The document is effective on the date filed, unless a  
subsequent effective date within 90 days after  
received date is stated in the document.*



*In testimony whereof, I have hereunto set my  
hand and affixed the Seal of the Department,  
in the City of Lansing, this 8TH day  
of August, 2008.*

*, Director*

*Bureau of Commercial Services*

INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: AUG 29 2008

THE PROGRAM  
C/O CLAY BELL  
7318-MUIRFIELD DR  
YPSILANTI, MI 48197

Employer Identification Number:  
43-2107973  
DLN:  
17053077322008  
Contact Person:  
PETER A ORLETT ID# 31436  
Contact Telephone Number:  
(877) 829-5500  
Accounting Period Ending:  
August 31  
Public Charity Status:  
509(a)(2)  
Form 990 Required:  
Yes  
Effective Date of Exemption:  
September 19, 2006  
Contribution Deductibility:  
Yes  
Addendum Applies:  
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Letter 947 (DO/CG)

| MICHIGAN DEPARTMENT OF LABOR & ECONOMIC GROWTH<br>BUREAU OF COMMERCIAL SERVICES                                                                |                       |
|------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|
| Date Received                                                                                                                                  | (FOR BUREAU USE ONLY) |
|                                                                                                                                                |                       |
| This document is effective on the date filed, unless a subsequent effective date within 90 days after received date is stated in the document. |                       |
| Name<br><b>CLAY BELL</b>                                                                                                                       |                       |
| Address<br><b>7318 MULLENFIELD DR.</b>                                                                                                         |                       |
| City<br><b>YPSILANTI</b>                                                                                                                       | State<br><b>MI</b>    |
| ZIP Code<br><b>48197</b>                                                                                                                       |                       |
| Document will be returned to the name and address you enter above.<br>If left blank document will be mailed to the registered office.          |                       |
| EFFECTIVE DATE:                                                                                                                                |                       |

## CERTIFICATE OF AMENDMENT TO THE ARTICLES OF INCORPORATION

For use by Domestic Profit and Nonprofit Corporations  
(Please read information and instructions on the last page)

Pursuant to the provisions of Act 284, Public Acts of 1972, (profit corporations), or Act 162, Public Acts of 1982 (nonprofit corporations), the undersigned corporation executes the following Certificate:

1. The present name of the corporation is: **THE PROGRAM**

2. The identification number assigned by the Bureau is:

**799817**

3. Article **VI** of the Articles of Incorporation is hereby amended to read as follows:

**\*PLEASE SEE ATTACHMENT**

## ARTICLE VI Amendment Paragraphs

1. Said organization is organized exclusively for charitable, religious, educational, and scientific purposes, including, for such purposes, the making of distributions to organizations qualifying as an exempt organization from Federal income tax under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future Federal tax code.
2. No part of the net earnings of the organization shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the purpose clause hereof. No substantial part of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of this document, the organization shall not carry on any other purpose not permitted to be carried on (a) by an organization exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future Federal tax code, or (b) by an organization, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or corresponding section of any future Federal tax code.
3. Upon the dissolution of the organization, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future Federal tax code, or shall be distributed to the Federal government, or to a state or local government, for a public purpose. Any such assets not disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of the organization is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.



State of Michigan  
Michigan Gaming Control Board  
Office of the Executive Director  
P.O. Box 30786  
Lansing, MI 48909  
Phone: (313) 456-4940  
Fax: (313) 456-3405  
Email: Millionaireparty@michigan.gov  
www.michigan.gov/mgcb

## LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES

(Required by MCL 432.103(K)(II))

At a \_\_\_\_\_ meeting of the \_\_\_\_\_  
REGULAR OR SPECIAL TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD

called to order by \_\_\_\_\_ on \_\_\_\_\_  
DATE

at \_\_\_\_\_ a.m./p.m. the following resolution was offered:  
TIME

Moved by \_\_\_\_\_ and supported by \_\_\_\_\_

that the request from THE PROGRAM of YPSILANTI,  
NAME OF ORGANIZATION CITY  
county of WASHTENAW, asking that they be recognized as a  
COUNTY NAME

nonprofit organization operating in the community for the purpose of obtaining charitable

gaming licenses, be considered for \_\_\_\_\_  
APPROVAL/DISAPPROVAL

APPROVAL  
Yeas: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

DISAPPROVAL  
Yeas: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

I hereby certify that the foregoing is a true and complete copy of a resolution offered and

adopted by the \_\_\_\_\_ at a \_\_\_\_\_  
TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD REGULAR OR SPECIAL

meeting held on \_\_\_\_\_  
DATE

SIGNED: \_\_\_\_\_  
TOWNSHIP, CITY, OR VILLAGE CLERK

PRINTED NAME AND TITLE

ADDRESS

## Ordinance No. 1210

An ordinance to enter into an option to purchase agreement with the Strong Future LDHA Limited Partnership for the sale of all remaining city-owned low income housing projects (Scattered Site)

WHEREAS the City of Ypsilanti created the Ypsilanti Housing Commission by the authority invested in it by the Michigan Legislature pursuant to MCL 125.652, et seq, to administer the low income public housing and Section 8 programs within the City; and

WHEREAS the City of Ypsilanti owns certain properties that are administered by the Ypsilanti Housing Commission; and

WHEREAS the Ypsilanti Housing Commission has applied to U.S. Department of Housing and Urban Development's Rental Assistance Demonstration Program, which provides the opportunity to convert public housing to units subsidized with Project Based Rental Assistance; and

WHEREAS the Ypsilanti Housing Commission and/or its assigns intends to apply for Low-Income Housing Tax Credits from the Michigan State Housing Development Authority to raise capital to renovate or replace current units; and

WHEREAS the Ypsilanti Housing Commission must show that they, or their assigns, have site control in order for its application to be approved; and

WHEREAS the current plan is to create two separate projects consisting of the Parkridge Site in one project and all other existing sites in another project, called the Scatter Site; and

WHEREAS the City, in its 2012 Master Plan has defined its guiding values to include, "Anyone, no matter what age or income, can find a place to call home in Ypsilanti: Housing options should match the needs of the people. Those needs will change as residents age and move. The need for safe, quality, affordable homes for all should be factored into decisions."; and

WHEREAS the City desires to sell such properties to further these goals; and

WHEREAS the anticipated procedure would be to eventually transfer both projects to separate limited partnerships jointly owned by three entities: a limited liability company wholly owned by the Chesapeake Community Advisors; a limited liability company wholly owned by the Ypsilanti Washtenaw Housing Corporation; a nonprofit corporation wholly owned by Ypsilanti Housing Commission; and a LIHTC limited partner; and

WHEREAS this limited partnership would be a limited dividend housing association, pursuant to MCL 125.1491, and exempt from ad valorem taxes; and

WHEREAS the option to purchase agreement drafted by the City Attorney fulfills the requirements for the Ypsilanti Housing Commission's application, relative to the Scattered Site, and the anticipated procedure while still making any sale by the City contingent on MSHDA's approval of the LIHTC and HUD's approval of the application to RAD;

NOW THEREFORE:

**1. THE CITY OF YPSILANTI ORDAINS:**

- A. The Mayor and City Clerk are authorized to enter into the option to purchase agreement with Strong Future LDHA Limited Partnership relative to the Scattered Site for the sum of \$980,000 to be paid over a 30 years with an interest rate of 2 percent per annum, in conjunction with and subject to the review and approval of the City Attorney;
- B. The City Manager is further authorized to enter into any negotiations with Strong Future LDHA Limited Partnership, for the ultimate transfer of the land;
- C. City Council shall review the terms and conditions that result from such negotiations, including the deed to transfer title to the property and any memorandum of understanding entered into by the parties, and may approve such by resolution.

**2. Copies to be available.** Copies of the Ordinance are available at the office of the city clerk for inspection by, and distribution to, the public during normal office hours.

**3. Publication and Effective Date.** The City Clerk shall cause this Ordinance, or a summary of this Ordinance, to be published by printing the same in the Ypsilanti Courier. This Ordinance shall become effective after publication at the expiration of 30 days after adoption.

MADE, PASSED AND ADOPTED BY THE YPSILANTI CITY COUNCIL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2014.

\_\_\_\_\_  
Frances McMullan, City Clerk

Attest

I do hereby confirm that the above Ordinance No. \_\_\_\_\_ was published in the Ypsilanti Courier on the \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Frances McMullan, City Clerk

CERTIFICATE OF ADOPTING

I hereby certify that the foregoing is a true copy of the Ordinance passed at the regular meeting of the City Council held on the \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Frances McMullan, City Clerk

Notice Published: January 8, 2014

First Reading: January 21, 2014

Second Reading: February 4, 2014

Published: \_\_\_\_\_

Effective Date: \_\_\_\_\_



Resolution No. 2014-043  
February 4, 2014

**RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:**

That an ordinance entitled "An ordinance to enter into an option to purchase agreement with the Strong Future LDHA Limited Partnership for the sale of all remaining city-owned low income housing projects (Scattered Site)" be approved on Second and Final reading.

OFFERED BY: \_\_\_\_\_

SUPPORTED BY: \_\_\_\_\_

YES:            NO:            ABSENT:            VOTE:

## Ordinance No. 1212

An Ordinance to provide for a service charge in lieu of taxes for a housing project for low income persons and families pursuant to the provisions of the State Housing Development Authority Act of 1966 (1966 PA 346, as amended; MCL 125.1401, et seq) (the "Act").

### THE CITY OF YPSILANTI ORDAINS:

SECTION 1. This Ordinance shall be known and cited as the "City of Ypsilanti Tax Exemption Ordinance-Scattered Site."

### SECTION 2. Preamble.

It is acknowledged that it is a proper public purpose of the State of Michigan and its political subdivisions to provide housing for its low income persons and families and to encourage the development of such housing by providing for a service charge in lieu of property taxes in accordance with the Act. The City of Ypsilanti (the "City") is authorized by this Act to establish or change the service charge to be paid in lieu of taxes by any or all classes of housing exempt from ad valorem taxation under this Act at any amount it chooses, not to exceed the taxes that would be paid but for this Act. It is further acknowledged that such housing for low income persons and families is a public necessity, and as the City will be benefited and improved by such housing, the encouragement of the same by providing real estate tax exemption for such housing is a valid public purpose. It is further acknowledged that the continuance of the provisions of this Ordinance for exemption from ad valorem taxation and the service charge in lieu of all ad valorem taxes during the period contemplated in this Ordinance are essential to the determination of economic feasibility of the housing projects that is constructed or rehabilitated with financing extended in reliance on such tax exemption.

The City acknowledges that the Sponsor (as defined below) has offered, subject to the approval of an application to the U.S. Department of Housing and Urban Development's Rental Assistance Demonstration Program and subject to receipt of an allocation under the LIHTC Program by the Michigan State Housing Development Authority, to acquire, rehabilitate, own, and operate a housing project identified as Scattered Site Housing Project on certain property located at parcels 11-11-09-170-023, 11-11-39-145-029, 11-11-10-267-003, 11-11-39-414-005, 11-11-37-100-001, 11-11-37-202-001, 11-11-37-152-010, 11-11-10-355-037, 11-11-37-153-007, 11-11-37-201-001, 11-11-39-481-010, and 11-11-39-484-001 in the City to serve low income persons and families (the "Project"), and that the Sponsor has offered to pay the City on account of this housing project an annual service charge for public services in lieu of all ad valorem property taxes.

### SECTION 3. Definitions.

A. Authority means the Michigan State Housing Development Authority.

B. Annual Shelter Rent means the total collections during an agreed annual period from or paid on behalf of all occupants of a housing project representing rent or occupancy charges (excluding all other income of the Project), less Utilities. This does not include any payments or subsidies collected from the U.S. Department of Housing and Urban Development or the Michigan State Housing Development Authority.

C. LIHTC Program means the Low Income Housing Tax Credit program administered by the Authority under Section 42 of the Internal Revenue Code of 1986, as amended.

D. Low Income Persons and Families means persons and families eligible to move into a housing project.

E. Sponsor means the Strong Future LDHA Limited Partnership, a Michigan limited partnership, its successor, or its assigns.

F. Utilities mean charges for gas, electric, water, and sanitary sewer furnished to the occupants that are paid by the housing project. Phone, cable, internet, and television services are specifically not considered utilities.

#### SECTION 4. Class of Housing Projects.

It is determined that the class of housing projects to which the exemption from ad valorem taxation shall apply and for which a service charge shall be paid in lieu of such taxes shall be as defined by Section 15a(1) of the Act, being MCL 125.1415a(1).

#### SECTION 5. Establishment of Annual Service Charge.

Subject to the approval of an application to the U.S. Department of Housing and Urban Development's Rental Assistance Demonstration Program and subject to receipt of an allocation under the LIHTC Program by the Michigan State Housing Development Authority, the Project and the property on which it is located shall be exempt from all ad valorem property taxes from and after the commencement of construction or rehabilitation.

In consideration of the Sponsor's offer to construct, rehabilitate, and operate the Project, the City agrees to accept payment of an annual service charge for public services in lieu of all ad valorem property taxes. The annual service charge shall be (a) equal to ten percent (10%) of the Annual Shelter Rents during each operating year, (b) the amount of taxes that would be paid but for this Ordinance, or (c) the amount permitted to be paid by applicable state or federal law in effect on the effective date of this Ordinance, whichever

amount is lower. The annual service charge shall be paid as a first priority from the cash flow waterfall as determined in the annual audit of the operating year.

#### SECTION 6. Contractual Effect of Ordinance.

Notwithstanding the provisions of section 15a(5) of the Act to the contrary, a contract between the City and the Sponsor with the Authority as third party beneficiary under the contract, to provide tax exemption and accept payments in lieu of taxes, as previously described, is effectuated by enactment of this Ordinance.

#### SECTION 7. Limitation on the Payment of Annual Service Charge.

Notwithstanding Section 5, the service charge to be paid each year in lieu of taxes for the part of the Project that is exempt from ad valorem taxes but which is occupied by other than low income persons or families shall be equal to the full amount of the taxes which would be paid on that portion of the Project if the Project were not tax exempt.

#### SECTION 8. Payment of Service Charge.

The annual service charge in lieu of taxes, as determined under this Ordinance, shall be payable to the City and distributed to the several units levying the general property tax in accordance with Section 15a(4) of the Act. The annual payment for each operating year shall be paid on or before April 15th of the following year.

#### SECTION 9. Duration.

This Ordinance shall remain in effect and shall not terminate so long as (a) the Project remains subject to income and rent restrictions under the LIHTC Program or, (b) the Project remains exempt from ad valorem taxation pursuant to 15a(5) of the Act.

#### SECTION 10. Severability.

The various sections and provisions of this Ordinance shall be deemed to be severable, and should any section or provision of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid the same shall not affect the validity of this Ordinance as a whole or any section or provision of this Ordinance, other than the section or provision so declared to be unconstitutional or invalid.

#### SECTION 11. Inconsistent Ordinances.

All ordinances or parts of ordinances inconsistent or in conflict with the provisions of this Ordinance are repealed to the extent of such inconsistency or conflict.

SECTION 12. Copies to be available.

Copies of the Ordinance are available at the office of the city clerk for inspection by, and distribution to, the public during normal office hours.

SECTION 13. Publication and Effective Date.

The City Clerk shall cause this Ordinance, or a summary of this Ordinance, to be published by printing the same in the Ypsilanti Courier. This Ordinance shall become effective after publication at the expiration of 30 days after adoption.

MADE, PASSED AND ADOPTED BY THE YPSILANTI CITY COUNCIL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2014.

\_\_\_\_\_  
Frances McMullan, City Clerk

Attest

I do hereby confirm that the above Ordinance No. \_\_\_\_\_ was published in the Ypsilanti Courier on the \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Frances McMullan, City Clerk

CERTIFICATE OF ADOPTING

I hereby certify that the foregoing is a true copy of the Ordinance passed at the regular meeting of the City Council held on the \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Frances McMullan, City Clerk

Notice Published: January 15, 2014

First Reading: January 21, 2014

Second Reading: February 4, 2014

Published: \_\_\_\_\_

Effective Date: \_\_\_\_\_



Resolution No. 2014-044  
February 4, 2014

**RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:**

That an ordinance entitled "City of Ypsilanti Tax Exemption Ordinance-Scattered Site." be approved on Second and Final Reading.

OFFERED BY: \_\_\_\_\_

SUPPORTED BY: \_\_\_\_\_

YES:            NO:            ABSENT:            VOTE:



Resolution No. 2014 –045  
February 4, 2014

**RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:**

**WHEREAS**, the Ypsilanti City Council has passed Ordinance 1214 on Second Reading, which ordinance amends Chapter 70 of the Code of Ordinances, City of Ypsilanti, Michigan, entitled "Municipal Civil Infractions," Article II "Municipal Ordinance Violations Bureau," Section 70-38 "Schedule of civil fines established," authorizing the Ypsilanti City Council to establish a schedule of fines by resolution, and as amended from time to time, for Municipal Civil Infractions; and

Whereas, the Ypsilanti City Council desires to establish a schedule of civil fines for Municipal Civil Infractions which will become effective on the same date that Ordinance 1214 becomes effective;

**NOW THEREFORE BE IT RESOLVED** that the City of Ypsilanti hereby establishes the following schedule of civil fines for Municipal Civil Infractions to become effective on the same date that Ordinance 1214 becomes effective:

| Code Section  | Municipal Civil Infraction                       | First Violation | First Repeat Violation | Second or Subsequent Repeat Violation |
|---------------|--------------------------------------------------|-----------------|------------------------|---------------------------------------|
| <u>10-46</u>  | Amusement arcade license - Section               | \$ 50.00        | \$150.00               | \$300.00                              |
| <u>10-71</u>  | Coin-operated amusement device license - Section | 50.00           | 150.00                 | 300.00                                |
| <u>10-136</u> | Billiard parlor or poolroom license - Section    | 50.00           | 150.00                 | 300.00                                |

|                               |                                                                   |       |        |        |
|-------------------------------|-------------------------------------------------------------------|-------|--------|--------|
| <a href="#"><u>10-196</u></a> | Dancehall or cabaret license - Section                            | 50.00 | 150.00 | 300.00 |
| <a href="#"><u>10-223</u></a> | Entertainment booths - Division                                   | 50.00 | 150.00 | 300.00 |
| <a href="#"><u>10-266</u></a> | Special event and festival permits - Division                     | 50.00 | 150.00 | 300.00 |
| <a href="#"><u>14-7</u></a>   | Restrictions on keeping certain animals - Section                 | 50.00 | 150.00 | 300.00 |
| <a href="#"><u>14-8</u></a>   | Restraint of animals - Section                                    | 50.00 | 150.00 | 300.00 |
| <a href="#"><u>14-9</u></a>   | Removal of animal waste - Section                                 | 50.00 | 150.00 | 300.00 |
| <a href="#"><u>14-31</u></a>  | Animal licenses - Article                                         | 50.00 | 150.00 | 300.00 |
| <a href="#"><u>14-82</u></a>  | Animal permits - Article                                          | 50.00 | 150.00 | 300.00 |
| <a href="#"><u>22-32</u></a>  | New business registration - Article                               | 50.00 | 150.00 | 300.00 |
| <a href="#"><u>22-61</u></a>  | Bed and breakfast lodgings and inns - Article                     | 50.00 | 150.00 | 300.00 |
| 22-116                        | Health Club License - Section                                     | 50.00 | 150.00 | 300.00 |
| <a href="#"><u>26-48</u></a>  | Noise or improper conduct in cemetery - Section                   | 50.00 | 150.00 | 300.00 |
| <a href="#"><u>26-49</u></a>  | Entering and/or disturbing cemetery lot without consent - Section | 50.00 | 150.00 | 300.00 |
| <a href="#"><u>38-33</u></a>  | Police alarm permit - Article                                     | 50.00 | 150.00 | 300.00 |

|              |                                                                                                                                                      |          |          |          |
|--------------|------------------------------------------------------------------------------------------------------------------------------------------------------|----------|----------|----------|
| <u>38-34</u> | Fire alarm permit - Article                                                                                                                          | 50.00    | 150.00   | 300.00   |
| 42-72(a)     | Dumping and unauthorized use of receptacles where the amount of litter is less than 1 cubic foot in volume - Subsection                              | 800.00   | 1,250.00 | 1,600.00 |
| 42-72(b)     | Dumping and unauthorized use of receptacles where the amount of litter is 1 cubic foot or more but less than 3 cubic feet in volume - Subsection     | 1,500.00 | 2,250.00 | 3,000.00 |
| 42-72(c)     | Dumping and unauthorized use of receptacles where the amount of litter is 3 cubic feet or more in volume - Subsection                                | 2,500.00 | 3,750.00 | 5,000.00 |
| 42-72(d)     | Where the litter consists of an abandoned vehicle - Subsection                                                                                       | 1,500.00 | 2,250.00 | 3,000.00 |
| 42-72(e)     | Failure of the person who removes a wrecked or damaged vehicle after an accident to remove from the road glass and injurious substances - Subsection | 500.00   | 1,000.00 | 1,500.00 |
| 42-73        | Truck loads causing litter - Section                                                                                                                 | 50.00    | 150.00   | 300.00   |
| 42-76        | Distribution of commercial and noncommercial handbills in public places - Section                                                                    | 50.00    | 150.00   | 300.00   |
| 42-77        | Distribution of commercial and noncommercial handbills on vehicles - Section                                                                         | 50.00    | 150.00   | 300.00   |
| 42-78        | Distribution of commercial and noncommercial handbills on vacant premises - Section                                                                  | 50.00    | 150.00   | 300.00   |
| 42-79        | Distribution of commercial handbills on private premises                                                                                             | 50.00    | 150.00   | 300.00   |

|               |                                                                              |                   |                   |                   |
|---------------|------------------------------------------------------------------------------|-------------------|-------------------|-------------------|
|               | where posted - Section                                                       |                   |                   |                   |
| 42-80         | Distribution of commercial handbills in inhabited private premises - Section | 50.00             | 150.00            | 300.00            |
| 42-81         | Posting notices prohibited - Section                                         | 50.00             | 150.00            | 300.00            |
| <u>42-98</u>  | Noise - Division                                                             | 50.00             | 150.00            | 300.00            |
| 54-43         | Historic district regulations - Article                                      | up to<br>5,000.00 | up to<br>5,000.00 | up to<br>5,000.00 |
| <u>58-73</u>  | Discrimination - Article                                                     | 50.00             | 150.00            | 300.00            |
| <u>66-1</u>   | Failure to return overdue book to library - Section                          | 50.00             | 150.00            | 300.00            |
| <u>66-2</u>   | Returning damaged items to library - Section                                 | 50.00             | 150.00            | 300.00            |
| <u>78-122</u> | Permit for use of public building or structure - Section                     | 50.00             | 150.00            | 300.00            |
| 94-239        | Newsracks - Section                                                          | 50.00             | 150.00            | 300.00            |
| 110-79        | Manufactured Fertilizer - Article                                            | 50.00             | 150.00            | 300.00            |

OFFERED BY: \_\_\_\_\_

SUPPORTED BY: \_\_\_\_\_

YES:            NO:            ABSENT: 0            VOTE:



To: Mayor Schreiber & City Council  
From: Ericka Savage, Assistant to the City Manager  
Date: January 29, 2014  
RE: **Special Events Policy**

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Office of the City Manager

## **REQUEST FOR LEGISLATION SUMMARY/BACKGROUND**

In an attempt to become more efficient and streamline the Special Events application process, City staff has created a Special Events Policy to combine all of the current policies:

- Class 1 & 2 permit application
- Class 3 & 4 permit application
- Street Closure permit application
- Gazebo permit application
- Pavilion permit application

The fees and requirements contained in the above applications are now contained in one comprehensive Special Events Policy. *The vast majority of the new Policy is the same provisions listed in current applications, but in instances where it is a newly created or amended policy, the text has been highlighted in yellow.*

Additionally, for your information, City staff has streamlined a component of the Special Events process by creating an online application form that may be submitted through the website. The application is now available on the website and contains the current application requirements. Once the Special Events Policy is adopted, references to the Policy will be incorporated into the application.

ATTACHMENTS: Special Events Policy, Resolution

RECOMMENDED ACTION: Approval

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DATE RECEIVED: \_\_\_\_\_ AGENDA ITEM NO. \_\_\_\_\_

CITY MANAGER COMMENTS:

FOR AGENDA OF: \_\_\_\_\_ FINANCE DIR. APPROVAL

COUNCIL ACTION TAKEN:





# City of Ypsilanti Special Events Policy

## Summary of Amendments



- **City Supported Events:** The City may operate its own Special Events and may contract with one or more organizations to perform Special Event services.
  - **FY 2013-2014 City Supported Events** (Memorial Day Parade, 4 of July Parade, Neighborhood Association/Block Parties, DAY/Halloween Event, Ypsi Pride)
- **Co-Sponsored events:** The City may jointly sponsor certain events with other organizations
- **Other Non-Profit Events:** The City may, in its discretion, contribute the park rental fee to assist other Special Events operated by non-profit organizations with good cause shown or hardship.
  - Park fee contributions must be approved by City Council no less than 30 days prior the event.
  - City Council may, in its discretion, waive park rental on a per day basis, up to three (3) days.
  - City Council may also impose conditions and/or require repayment terms after completion of the event.
- **For-Profit Events:** The City will allow Special Events operated by for-profit sponsors so long as they are beneficial to the City and the public. For-Profit events must pay 100% of all City costs related to the event and a 15% administrative fee.
- **Political or Ballot Issue Events:** The City will allow Political or Ballot Issue events providing that the political party, candidate or political organization pay 100% of all costs, including a minimum rental/usage/facility fee of \$250.00 per day.

## City Services Related to Special Events

- Online Application Form
- \$25 Application Fee (includes processing the application, reserving date and time of the event, preparing an estimate of costs and fees, and if necessary, a pre-event planning meeting)
- Approval/Denial Letter
  - **Two or More Applications for the Same Event Date-** In the instance that two or more completed Special Event Applications are received for the same date and time, and prior to the final approval of either event, the date and time that each application was received by the City will determine the order of preference. For the purposes of this policy, an event has received final approval once an Approval Letter has been issued (Attachment A). Once the event is approved, it shall be the policy of the City to not award further permits for the same date, time and general location.
- Billing Estimate
  - 10% administrative fee will be added to Not-For-Profit Events (existing fee)
  - 15% administrative fee will be added to For-Profit events



# Application Process

## **Annual Events**

- For annual events, the Applicant may reserve a date for the following year. Although not required, preference will be given to Applicants who reserve the following year's event date at the time of completing the application. The proposed date may be amended once within 6 months.

## **Recurring Events**

- If an event will run recurrently, the City may issue one permit per month so long as the event will run for 30 days or longer (for weekly events), 60 days or longer (for biweekly events), or 90 days or longer (for monthly events). The Applicant must specify on the application that the event is recurring in order to qualify to receive one permit per month in accordance with the fee schedule permit fee. This section does not apply to Special Events that occur on consecutive days.

# **Annual and Recurring Events**

- **Class 1** (Low Hazard) involves no physical activity; not open to the public (e.g., meetings, seminars, social gatherings, block parties, family reunions, and weddings)
  - Permit fee: \$55 (same as 2013)
  - Security Deposit: \$100 (same as 2013)
- **Class 2** (Moderate Hazard) involves limited physical activity; open to the public (e.g., amateur team sports, dances, animal shows, political rallies, flea markets, farm markets, picnics, and parades with no floats)
  - Permit fee: \$65 (same as 2013)
  - Security Deposit: \$500 (same as 2013)
  - **Property Damage insurance may be required up to \$5,000.**



## Event Classifications

- **Class 3** (High Hazard) involves major participation by participants and/or moderate exposure to spectators; also involves sale of tickets or donations (e.g. parades with floats, marathons or races, car shows, circus/carnivals/festivals, and semi-pro team sporting events).
  - Permit fee: \$200/day (\$150 in 2013)
  - Capital Park Improvement Fee: \$250/day (new fee)
  - Security Deposit: \$1000 (same as 2013)
  - **Property Damage insurance may be required up to \$15,000.**
- **Class 3a-** A Class 3 event involving the distribution or sale of alcohol.
  - Permit fee: \$300/day (\$250 in 2013)
  - Capital Park Improvement fee: \$1000/day (same as 2013)
  - Security deposit: \$2000 (same as 2013)

## Event Classifications



- **Class 4** (Severe Hazard/High Volume) severe exposure to spectators and /or participants (e.g. rock concerts, fireworks displays, ice carving events, professional or collegiate sporting events, ***events involving 10,000 or more participants within a day***)
  - Permit Fee: \$400/day
  - Capital Park Improvement fee: \$1000/day
  - Security Deposit: \$5000
  - **Property Damage insurance may be required up to \$20,000**
  - In 2013, the only event that fell into this category was The Color Run
- **Class 4a-** A Class 4 event involving the distribution or sale of alcohol.
  - Permit fee: \$500/day
  - Capital Park Improvement fee: \$1000/day
  - Security deposit: \$6000
  - In 2013, the only event that fell into this category was the Heritage Festival

## Event Classifications



- Equipment rentals
- Loss revenue from street closures
- Street closures for recurring events
- Sign permits
- Capped meters
- Event parking permits
- Rental charges for additional set up days
- Administrative fee
- Penalty fees for late site restoration
- Penalty fees for late bill payment

**Areas of Enforcement in 2014**



# City of Ypsilanti Special Events Policy

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Applicant,

Thank you for your interest in selecting the City of Ypsilanti to organize your Special Event! Please read this Special Events Policy carefully, as it will help you determine the classification, permit and fee requirements for your event.

By submitting a Special Event Application, you and/or your organization agree to the following:

- The terms outlined in the Special Events Policy
- To comply with all other ordinances, laws and City requirements that may apply to Special Events
- That a fee will be billed for ALL Special Events

**Thank you!**

## Section 1- Overview

This policy statement on Special Events covers all Special Events, including the commercial filming of locations and events in the City of Ypsilanti ("City"). Any individual or organization wishing to sponsor or hold a Special Event in the City will be required to complete a [City of Ypsilanti Special Events Application](#). Any Special Event within the City that will be conducted on the streets, parks or other public areas is required to be approved by City Administration.

### 1.1 Organizing Special Events

The City of Ypsilanti Special Events season is May 1 through October 31. If you are planning an event that falls outside these dates, please contact the Special Events Coordinator prior to filling out any application materials. Limited exceptions may be made on a case by case basis.

**Note:** City Code Section 10-288(c) prohibits the following within the event area: dogs (except service dogs), horses, farm animals, uncaged domestic animals, snakes, exotic animals, bicycles, skateboards, roller-skates, rollerblades, and glass containers.

### 1.2 Special Events Coordinator

The Special Events Coordinator is the primary contact for all planning and organizing of Special Events in the City of Ypsilanti. The Special Events Coordinator will facilitate inter-departmental communications, permits, planning meetings and all other necessary activities to execute your event.

Special Events Coordinator: Amanda Holsinger  
(734) 482-9825  
[aholsinger@cityofypsilanti.com](mailto:aholsinger@cityofypsilanti.com)

### 1.3 City Services Related to Special Events- The City will provide support to Special Events on the following basis:

- a. **City Supported Events:** The City may operate its own Special Events and may contract with one or more organizations to perform Special Event services.

#### FY 2013-2014 City Supported Events

-  Memorial Day Parade
-  4 of July Parade
-  Neighborhood Association/Block Parties
-  DAY/Halloween Event
-  Ypsi Pride

- b. **Co-Sponsored events:** The City may jointly sponsor certain events with other organizations when City Council determines that the event is of general interest to the public and advances the City's public image. The City will provide financial support to these events as determined in the annual budget appropriation. These events must meet the other requirements of the Special Events Policy, and must reimburse the City for any costs in excess of the support level authorized by the budget appropriation.

- c. **Other Non-Profit Events:** The City may, in its discretion, contribute the park rental fee to assist other Special Events operated by non-profit organizations with good cause shown or hardship (See

City Code Section 10-270). For the purposes of this policy, good cause or hardship may be demonstrated by startup organizations, charitable events, or any other reasonable cause for lacking in operating capital.

Park fee contributions must be approved by City Council no less than 30 days prior the event. City Council may, in its discretion, waive park rental on a per day basis, up to three (3) days. City Council may also impose conditions and/or require repayment terms after completion of the event. These events must meet the all requirements of the Special Event Policy, and must reimburse the City for any City costs in excess of this support level. Non-Profit Organizations must submit a current IRS 501 C3 Statement.

- d. **For-Profit Events:** The City will allow Special Events operated by for-profit sponsors so long as they are beneficial to the City and the public. For-Profit events must pay 100% of all City costs related to the event and a 15% administrative fee. These events must meet all other requirements of the Special Event Policy, and must reimburse the City for any City costs in addition to the payment of the established rent.
  - o **Films:** For [instructions and regulations for obtaining a film permit in the City of Ypsilanti](#), please visit the [City's website](#).
- e. **Political or Ballot Issue Events:** The City will allow Political or Ballot Issue events providing that the political party, candidate or political organization pay 100% of all costs, including a minimum rental/usage/facility fee of \$250.00 per day.

## 1.4 Insurance

Special Events and/or facility rentals have prerequisite insurance requirements that are listed, where applicable, in this policy. Please submit only the Certificate of Liability/Property Damage insurance page of the policy with your application. **TIP:** Prior to purchasing a new insurance policy, check with your insurance carriers (business, organization, auto, renters, home owners, etc.) to see if they will extend your coverage to the special event.

## Section 2- Special Event Application

Applications to conduct a Special Event must be made in writing to the Special Events Coordinator. Applications are available online or the City Clerk's Office.

### 2.1 Event Applicant/Organizer

The Event Applicant/Organizer must be the chief officer or a representative who has been authorized by the organization to complete the special event application. The contact person(s) listed on the event application must be the primary contact for all event planning meetings as well as follow up communications, as needed. Persons listed on the application must also be authorized to amend the event plan and approve expenditures on behalf of the event sponsor(s).

### 2.2 Event Details

Event Details must be as comprehensive as possible at the time the application is submitted. The Special Events Coordinator will process the application and formulate a billing estimate for the event

based on the application materials that are submitted. The more accurate the Event Details, the more accurate the billing estimate will be.

## **2.3 Annual and Recurring Events**

### **Annual Events**

For annual events, the Applicant may reserve a date for the following year. Although not required, preference will be given to Applicants who reserve the following year's event date at the time of completing the application. The proposed date may be amended once within 6 months.

### **Recurring Events**

If an event will run recurrently, the City may issue one permit per month so long as the event will run for 30 days or longer (for weekly events), 60 days or longer (for biweekly events), or 90 days or longer (for monthly events). The Applicant must specify on the application that the event is recurring in order to qualify to receive one permit per month in accordance with the fee schedule permit fee. This section does not apply to Special Events that occur on consecutive days.

## **2.4 Application Deadlines**

Application deadlines have been incorporated into this policy, where applicable. Late or incomplete applications will not be processed.

## **2.5 Application Fees**

For all Special Events, applicants are required to complete a [Special Events Application](#). The application fee is \$25, which includes processing the application form, reserving the date and time of the event, preparing an estimate of costs and fees, and if necessary, a pre-event planning meeting. Additionally, all permit applications have a fee. Application fees are non-refundable, but in some instances may be applied to the final billing statement.

## **2.6 Security Deposit**

A cash deposit, performance bond or other security acceptable to the City will be required in an amount equal to an estimate by the City to be billed for City Fees. The amount of the security deposit depends on the event classification. Security deposits are refundable and may be applied to the final billing statement for the event. Arrangements for the deposit, or other acceptable security, are to be made by event organizers not less than fourteen (14) working days before the start of the event.

**Note:** fees listed are only estimates; actual fees may be higher or lower.

(<http://www.cityofypsilanti.com/EventsRecreation/EventPermits>)

## **2.7 City Approval of Special Events**

Upon receipt of all mandatory application materials, permit fees, and the security deposit, written approval will be forwarded to the individual or organization requesting the event by the Special Events Coordinator. The Special Events Coordinator will also provide an Estimate of City Fees and any special

conditions that must be met. A sample approval letter is included as Attachment A to this policy. A sample Estimate of City Fees is included as Attachment B to this policy.

**Two or More Applications for the Same Event Date-** In the instance that two or more completed Special Event Applications are received for the same date and time, and prior to the final approval of either event, the date and time that each application was received by the City will determine the order of preference. For the purposes of this policy, an event has received final approval once an Approval Letter has been issued (Attachment A). Once the event is approved, it shall be the policy of the City to not award further permits for the same date, time and general location.

## 2.8 Pre-event Planning Meeting

The Special Events Coordinator will determine whether the event requires a Pre-Event Planning Meeting. If required, the fees for the meeting are included in the application fee. It is mandatory for the event organizer(s) to attend the Pre-Event Planning Meeting with City staff in order to gather all information and determine the need for services and cost estimates. If additional planning meetings are required or requested, the applicant will be billed for staff costs to attend.

## Section 3- Special Event Classifications

Review this section to determine the proper classification and permit requirements for your Special Event. Rental fees, city services and equipment are billed separately from the event classification permits.

**3.1 Class 1 Events** – (Low Hazard) involves no physical activity by participants and no severe exposure to spectators; Class 1 events are not open to the public. Examples of events in this category include, but are not limited to: meetings, seminars, social gatherings, block parties, family reunions, and weddings.

|                                 |                        |
|---------------------------------|------------------------|
| Application deadline:           | 15 days prior to event |
| Non-Refundable application fee: | \$25                   |
| Permit fee:                     | \$55                   |
| Security Deposit:               | \$100                  |

|                                          |                                                     |
|------------------------------------------|-----------------------------------------------------|
| Application deadline with Street Closure | 30 days prior to event                              |
| Security Deposit with Street Closure:    | \$100 + \$500 + per permit, fee per street, per day |

### **Class 1 Insurance Requirements**

Insurance will be required for all Class 1 Events in the amount of \$250,000 per occurrence, naming the City of Ypsilanti as additionally insured **if any of the following instances are planned:**

- Planned/Organized athletic event.
- Any commercial service being provided, including but not limited to:
  - Setting up of tents/canopies, such as family reunions, weddings, etc.
  - A hired act – magician, animal rides, band, etc.
  - A hired service, such as caterers, portable toilets, moonwalks, rides, etc.
- Property Damage insurance may be required up to \$5,000

**3.2 Class 2 Events** – (Moderate Hazard) involves limited physical activity by participants and no severe exposure to spectators; Class 2 events are open to the public. Events in this category include, but are

not limited to: amateur team sports, dances, animal shows, political rallies, flea markets, farm markets, picnics, and parades with no floats.

|                                       |                                                 |
|---------------------------------------|-------------------------------------------------|
| Application deadline:                 | 30 days prior to event                          |
| Non-Refundable application fee:       | \$25                                            |
| Permit fee:                           | \$65                                            |
| Security Deposit:                     | \$500                                           |
| Security Deposit with Street Closure: | \$500 + \$500 + permit fee, per street, per day |

#### **Class 2 Insurance requirements**

Insurance will be required for all Class 2 Events in the amount of \$250,000 per occurrence, naming the City of Ypsilanti as additionally insured. **Property Damage insurance may be required up to \$5,000.**

- 3.3 Class 3 Events** – (High Hazard) involves major participation by participants and/or moderate exposure to spectators; also involves sale of tickets or donations. Events in this category include, but are not limited to: parades with floats, marathons or races, car shows, circus/carnivals/festivals, and semi-pro team sporting events.

|                                       |                                                  |
|---------------------------------------|--------------------------------------------------|
| Application deadline:                 | 150 days prior to event                          |
| Non-refundable application fee:       | \$25                                             |
| Permit fee:                           | \$200/day                                        |
| Capital Park Improvement Fee:         | \$250/day                                        |
| Security Deposit:                     | \$1000                                           |
| Security Deposit with Street Closure: | \$1000 + \$500 + permit fee, per street, per day |

- **Class 3a-** A Class 3 event involving the distribution or sale of alcohol.  
Permit fee: \$300/day  
Capital Park Improvement fee: \$1000/day  
Security deposit: \$2000  
Security Deposit with Street Closure: \$3000 + \$500 + permit fee, per street, per day

#### **Class 3 Insurance requirements**

Insurance will be required for all Class 3 Events in the amount of \$1,000,000 per occurrence, naming the City of Ypsilanti as additionally insured. **Property Damage insurance may be required up to \$15,000.**

- 3.4 Class 4 Events** – (Severe Hazard/High Volume) involves severe exposure to spectators and /or participants. Examples of events in this category include, but are not limited to: rock concerts, fireworks displays, ice carving events, professional or collegiate sporting events, and events involving 10,000 or more participants within a day.

|                                       |                                     |
|---------------------------------------|-------------------------------------|
| Application deadline:                 | 150 days prior to event             |
| Non-refundable application fee:       | \$25                                |
| Permit Fee:                           | \$400/day                           |
| Capital Park Improvement fee:         | \$1000/day                          |
| Security Deposit:                     | <b>\$5000</b>                       |
| Security Deposit with Street Closure: | <b>\$5000 + \$500 + permit fees</b> |

- **Class 4a-** A Class 4 event involving the distribution or sale of alcohol.  
Permit fee: \$500/day

|                                       |                              |
|---------------------------------------|------------------------------|
| Capital Park Improvement fee:         | \$1000/day                   |
| Security deposit:                     | \$6000                       |
| Security Deposit with Street Closure: | \$6000 + \$500 + permit fees |

#### **Class 4 Insurance requirements**

Insurance will be required for all Class 4 Events in the amount of \$1,000,000 per occurrence, naming the City of Ypsilanti as additionally insured. **Property Damage insurance may be required up to \$20,000**

### **3.5 Food Permit**

If any food will be prepared, distributed, or sold at the event, each vendor must apply for and receive a permit from the [Washtenaw County Environmental Health Department](#), 705 Zeeb Rd, PO Box 8645, Ann Arbor, or (734) 222-3800. You must attach a copy of food vendor permits and include vendor locations in the Event Plan/Map where food vendors will be placed.

### **3.6 Alcohol**

Alcohol is strictly prohibited in any City Street and/or any Public Property pursuant to City Code Section 6-4 (a) without a license. A special license to sell alcohol at your event may be obtained through this application process; however applicants are required to apply with the [Michigan Liquor Control Commission](#). If the sales are on a street (trunklines), the State of Michigan requires proof that the sale has been approved by the City.

You must attach a copy of a Liquor Control Permit, Event Plan/Map indicating where alcohol sales will take place (See Section 4.1), and proof of liquor liability insurance in the amount of \$1,000,000, naming the City of Ypsilanti as additionally insured is required. [Certificate of Liability Insurance](#). All documentation must be finalized and submitted within fourteen (14) days of the event.

**[Note:]** The City requires that all event staff handling alcoholic beverages receive appropriate training. The event plan must include how event staff will be trained, who will perform the training and how persons of legal drinking age will be identified.

**[Note:]** The City requires that all events handling alcoholic beverages pay an alcohol security deposit and per day Capital Park Improvement fee (See Sections 3.3 and 3.4)

### **3.7 Street Closure Permit**

A Street Closure Permit is required for any street closure/blockading within the city limits of Ypsilanti. A Street Closure Permit shall not be issued until the application has been reviewed and approved by the City Manager's designee according to City Code Section 10-268.

#### **Street Closure Permit Deadlines:**

- Application, 30 days prior to event date;
- Street closure map (See Section 4.1), 30 days prior to event date
- ***If you are closing a state trunkline***, applications are due 45 days prior to the event date because both the city and state are required to approve the permit.

### **Street Closure Permit Fees:**

- Each major street: \$160/day
- Each local street: \$100/day
- \$500 security deposit

### [Street Closure Permit Application](#)

### **Street Closure Insurance requirements**

Insurance will be required for all Street Closures in the amount of \$250,000 per occurrence, naming the City of Ypsilanti as additionally insured.

## **3.8 Noise Permit**

Event coordinators are responsible for monitoring noise levels and ensuring compliance with the stated noise policy for events.

1. Permissible Noise Levels – Maximum decibel levels shall not exceed 80 dB (A) from the hours of 10 am thru 10 pm. Maximum decibel levels shall not exceed 75 dB (A) from the hours of 10 pm thru 10 am. These measurements shall be taken from the Right Of Way along the perimeters of the parks. Events in violation will be given (1) warning to correct violations. If a second violation occurs, then the event will be shut down. Event holders are responsible for any cost incurred to the YPD in this respect.
2. No obscene language or racial epithets shall be allowed during stage productions.
3. The Ypsilanti Police Department reserves the right to cancel any production for any violation of item (1) or (2). No refunds shall be given and additional costs may be deducted from the security deposit.

### [Noise Permit Application](#)

## **3.9 Right of Way (ROW) Permit**

A ROW permit is required for each location that a Special Event will use public ROWs (e.g., sidewalks, public alleys).

### [ROW Permit Application](#)

## **Section 4- Other Event Requirements**

### **4.1 Event Map**

Event maps are required for events serving alcohol, using streets and/or sidewalks (walk, run, etc), and/or the event will use multiple locations. Please attach a complete map showing the assembly and dispersal locations and the route plan. Also show any streets or parking lots requested to be blocked off. Event maps must be submitted within 30 days of the event.

- **Traffic Control Plan & Street Closures-** Event maps must include a traffic control plan for the event that includes the placement of signs, barricades, etc. In addition, major and local street closures must be specified in the plan. In the event the applicant has not prepared a traffic control plan, the City will prepare one and charge an administrative fee that will be added to the final billing (see fee schedule).
- **Vendors-** Event maps must include a detailed description of where all approved vendors will be placed, including licensed alcohol and/or food vendors.
- **Parking-** Event maps must include a detailed description of the parking available in the area surrounding the event, and how attendees will be directed to parking (signage is recommended).

**Public Lots:** the City does not permit private parties to rent parking spaces in public lots without prior authorization (see City Code Section 22-176). Parking spaces in designated lots can be rented/reserved by event organizers on a per-day basis (see fee schedule).

**Capped meters:** Applicants requesting capped meters or unlimited parking for an event must specify in the Special Events Application why unlimited parking is being requested, and note the locations on the event map.

**Private Lots:** written authorization from the property owner(s) is required and must be attached if using school, church, or private parking lots.

- **Temporary Apparatus-** Event maps must list and include the placement of all apparatus to be used for the special event (e.g., staging, fencing, bleachers, benches, tents, etc...).
- **Restrooms-** If the event requires restroom facilities, the Event Map must include the placement of all portable restrooms and how many will be supplied for the event. **Note:** City parks do not have restroom facilities.
- **Trash Receptacles & Disposal Plan-** If event organizers will be providing trash receptacles, the Event Plan must include the number of receptacles and trash disposal plan for the event. Penalties will be assessed for the event site not being restored to its original condition (See Section 4.9).

## 4.2 Event Signs

The Special Event Application shall include a description of the advertising signs that are proposed to be used for the event. The use of signs shall conform to the description contained in the application, or as modified by the City. Event signs erected prior to the first day of the event shall be approved by the City and may be subject to restrictions or a permit. The City ordinances do not allow posting of flyers on any poles (utility or otherwise) within the City limits, nor does it allow posting of signs in any public right of way (space between street and sidewalk) without express permission.

[Sign Permit Application](#)

## 4.3 Security

Security requirements vary widely, depending on the hazard level for the event. The Ypsilanti Police Department has the authority to recommend the level of security deemed necessary. For example, the Police Department may require private bonded security for select events. The City will also assign

police officers, as necessary, and charge the permit holder for these services. The need for private security and/or police officers should be determined at, or before, the pre-event planning meeting (See Section 2.7).

If you plan to provide your own security for the event, please specify who will administer the security services for the event (e.g., event volunteers, private security). If private security, please attach a copy of the contract.

The following numbers will be determined by the Ypsilanti Police Department:

- Private security officers required
- Police officers required
- Volunteer service corps members required

#### **4.4 Site Restoration**

Site restoration and equipment removal are required by 1:00 pm the day after the event, unless prior arrangements have been made. Event organizers are required to restore the event location(s) to the condition that it was found. A fee of \$50 will be billed for every day the site is not restored. In the event the City has to restore the site, the City will bill a minimum of \$150, plus labor and fringes, and actual costs to restore the site.

### **Section 5- City Services & Fees**

#### **5.1 City Services**

The City of Ypsilanti provides a variety of facilities and public services for events, including, but not limited to: **Parade routes, Traffic control plans, Walk/run routes**, Site improvement, Building inspections and Fire inspections. Please contact the Special Events Coordinator if you are interested in one or more City services. Fees are listed in the fee schedule.

#### **5.2 City Parks & Facilities**

**Riverside & Frog Island Park-Riverside and Frog Island Rentals** Rental fees for Riverside and Frog Island Park are merged into Class 3 and 4 permit application fees and are subject to additional Capital Park Improvement and/or Administrative Fees for coordinating public park use, per day of the event. Capital Park Improvement fees do not apply on set-up or take-down days for events, however rental charges may apply.

Special Event applicants shall reimburse the City for actual costs of cleanup required (including but not limited to Public Works employees) if applicant fails to comply with site restoration. Employee and equipment costs shall be reimbursed at hourly rate plus 10% for non-profit events, or plus 15% for for-profit events.



##### **Riverside Park key fee**

Driveway gates at Riverside Park are locked when the park is closed. To ensure that you have access to the park during the hours on the approved application, you can pick up a key for your event at the DPW office anytime Monday through Friday between 9a – 4p for a \$20 key deposit. The deposit is 100% refundable after the key is returned.

## [City Parks & Facilities](#)

**Pavilion Rental:** Pavilions may be reserved for special events on an hourly basis. Pavilions are located in Candy Cane Park, Parkridge Park, Penisular Park, Prospect Park, Recreation Park and Waterworks Park. Pavilion rental fees are non-refundable. A security deposit is required for all pavilions, but will be refunded, minus any expenses incurred to the facility. Utility charges may be applicable, depending on the event size and classification.

Rental Fee: \$55 first 2 hours/ \$25 each additional hour

### **Pavilion Rental Insurance requirements**

Insurance will be required in the amount of \$250,000 per occurrence, naming the City of Ypsilanti as additionally insured if any of the following instances are planned:

- Event is open to the public
- Any commercial service being provided, including but not limited to:
  - Setting up of tents/canopies, stages etc.
  - A hired act, such as a band, etc.
  - A hired service, such as caterers, portable toilets, etc.

Rental Fee: \$55 first 2 hours/\$25 each additional hour

## [Reserve a Pavillion](#)

**Gazebo Rental:** The Gazebo may be reserved for special events on an hourly basis. The Gazebo is located in Riverside Park. The Gazebo rental fee is non-refundable. A security deposit is required for the Gazebo, but will be refunded, minus any expenses incurred to the facility.

Rental Fee: \$100 first 2 hours/ \$25 each additional hour

### **Gazebo Rental Insurance Requirements**

Insurance will be required in the amount of \$250,000 per occurrence, naming the City of Ypsilanti as additionally insured if any of the following instances are planned:

- Event is open to the public
- Any commercial service being provided, including but not limited to:
  - Setting up of tents/canopies, stages etc.
  - A hired act, such as a band, etc.
  - A hired service, such as caterers, portable toilets, etc.

If you are interested in holding an event in a city park, please notify the Special Events Coordinator to determine the appropriate rental/facility fees.

## [Reserve the Gazebo](#)

- 5.3 City Equipment-** City Equipment may be rented for Special Events. Please see Attachment C for a list of Special Event fees related to equipment. The City will also bill for any City equipment used to execute or coordinate the event.

## 5.4 Fees for Special Events

Event permit holders shall reimburse the City for 100% of the cost of services provided. The fees and rates herein are for informational purposes only and do not constitute a written or implied contract. The need for services and cost estimates will be determined at the pre-event meeting between the event permit applicant and City staff.

Fees should be submitted with the application and may be paid via cash, check or money order payable to "**City of Ypsilanti**." If the actual costs differ from the amount paid, the City or the permit holder must refund or pay the difference within 30 days after the event. Penalties and interest will be charged for late payments. The penalty for late payments is 3.0% of the outstanding balance. The interest charge for late payments is 0.5% of the outstanding balance each month until paid in full. These rates are subject to change without notice and will change annually on July 1.

Fees shall be charged for City services provided to Special Events as follows (See Attachment C for a detailed fee schedule):

- a. **Hourly Rate** shall be the hourly cost for any employee working on a Special Event as established by the City Administration. Please note that these rates are reviewed and adjusted annually. Please refer to Attachment C to confirm rates. Hourly Rate shall include all expenses related to the employee working on your event, including fringe benefits and overhead.
- b. **Purchased or Rented Materials** shall include all direct costs for all materials purchased or rented by the City of Ypsilanti for use at the event. An Administrative Fee of 10% shall be added to all purchased or rented material to cover costs related to order processing and vendor payment.
- c. **Equipment Charges** shall be the current equipment rental rates charged by the City of Ypsilanti.
- d. **Replacement Costs** will be billed for missing/damaged equipment/supplies/landscaping.
- e. **Administrative Fee** will be billed to cover costs related to coordinating the special event, including, but not limited to: order processing, vendor payments, coordinating police/fire personnel, city equipment usage/rental, coordinating public services, and coordinating event planning meetings.

Administrative fees will be applied to the subtotal of Municipal Services, Municipal Service Employee time, Police Employee time, Fire Department time, Equipment Charges, Purchased Materials and/or Rented Materials. Administrative fees are not applied to facility or park rentals fees.

- 10% administrative fee will be added to Not-For-Profit Events
- 15% administrative fee will be added to For-Profit events

## 5.5 Billing for Special Events

Special Event billings by the City shall be itemized as follows (See Attachment B for a sample Estimate of City Fees):

Municipal Services \$  
Municipal Services Employee Time \$  
Police Employee Time \$

Fire Department Time \$  
Equipment Charges \$  
Purchased Materials \$  
Rented Materials \$  
Missing/Damaged Equipment/Supplies \$  
    Sub-Total \$  
    Administrative Fee \$+  
    Rent/Facility Fee if applicable \$ +  
    Less amount of City support \$ -  
    Less amount of security deposit (if applicable) \$-  
    NET /TOTAL BILLING \$



## **APPLICATION APPROVAL/DENIAL LETTER**

### **Attachment A**

DATE  
APPLICANT NAME  
ADDRESS  
CITY, STATE ZIP

RE: (event name)

Dear

This is to inform you that your recent Special Event Application has been Approved / Denied by the City Manager on \_\_\_\_/\_\_\_\_/ 20\_\_\_\_.

If "Approved" is indicated above, please be advised that there may be charges for City Services in accordance with the Special Events Policy and Fee Schedule. Special Events fees can be found in the Special Events Policy as well as the website. In addition, we have provided an Estimate of Fees, which estimates the potential costs, if any, that you will incur for your event and lists possible additional restrictions and/ or requirements for your event. Please be advised that this cost is only an initial estimate, and your actual costs may be substantially higher depending on your need for services.

For events requiring certificates of Insurance, the City requires a copy of your certificate of insurance and it must list the City of Ypsilanti as an additional insured on your policy. The City cannot accept documentation that shows the City as a certificate holder, unless it also states that the certificate holder is an additional insured on the policy.

If "Denied" is indicated above, or if you have any additional questions regarding your application status, please contact me at 734-482-9825.

Sincerely,

Amanda Holsinger  
Special Events Coordinator

Enclosures

**Estimate of City Fees for Special Events**

**Today's Date:**

**EVENT NAME:**

**Event Category**

- ☐ City Co-Sponsored
- ☐ Not-for Profit
- ☐ For-Profit

**EVENT DATE:**

**Event Classification**

- ☐ Class I – Low Hazard
- ☐ Class II – Moderate Hazard
- ☐ Class III – High Hazard
- ☐ Class IV – Severe Hazard

**Note:** the following fees are estimates and can increase upon assessment of services after completion of the event.

**Security Deposit:**

**Permit Fees:**

**MUNICIPAL SERVICES:**

Regular Time Costs: \$ Overtime Costs: \$  
Equipment & Materials Costs: \$

**POLICE:**

Regular Time Costs: \$ Overtime Costs: \$  
Equipment & Materials Costs: \$

**FIRE:**

Regular Time Costs: \$ Overtime Costs: \$  
Equipment & Materials Costs: \$

**Department of Public Works:**

Regular Time Costs: \$ Overtime Costs: \$  
Equipment & Materials Costs: \$

**Administrative Fee:**

**Facility/Equipment Rental Charges:**

**TOTAL BILLING ESTIMATE:**

**City of Ypsilanti  
Event Permit**

Event Title: \_\_\_\_\_

Event Date(s): \_\_\_\_\_ Event Hours: \_\_\_\_\_

**ATTESTATION**

As applicable to event, applicant understands and agrees to comply with City ordinances and rules governing events and agrees to make final payment within thirty (30) days after the scheduled event invoice is received for any additional services required. Failure to comply within thirty (30) days shall place the applicant in default status. Further, it is understood that in the event a permit holder is placed in default status, the permit holder will be denied any other event permit(s) for a period of at least eighteen (18) months from the date of final payment and/or default resolution.

I hereby agree to comply with all Federal and State Statutes and with all City of Ypsilanti Ordinances, including the curfew and noise ordinances. I understand and agree that in the event any nuisance or disturbances are caused by the individuals attending the event, the use of the location may be terminated without prior notice by the Police Chief or the City Manager or their designee. I authorize the Fire Marshal to determine the maximum number of persons who may attend this event based on available space. Further, I understand and agree to abide by any additional City requirements that may be deemed necessary to safely operate the proposed event.

This application represents my intent for the proposed event to the best of my knowledge. I am authorized to sign on behalf of the organization:

\_\_\_\_\_  
Applicant Name (printed)                      Signature                      Date

| <b><u>Department Approval</u></b> | <b><u>Name (printed)</u></b> | <b><u>Approved?</u></b> | <b><u>Date</u></b> |
|-----------------------------------|------------------------------|-------------------------|--------------------|
| Public Works                      | _____                        | _____                   | _____              |
| Ypsilanti Police                  | _____                        | _____                   | _____              |
| City Manager's Designee           | _____                        | _____                   | _____              |

**A permit shall not be issued until all information has been submitted, application and security deposit fees paid and approved by the City Manager's designee according to the City Code Section 10.268.**



# SPECIAL EVENTS APPLICATION

## Contact Information

**Applicant/ Organization's  
Name**

**Street Address**

**City**

**State**

**Zip Code**

**Phone**

**Fax**

**Organization Website**

**Form of Ownership**

**Applicant Organization is**

Located or resident of the City

Nonresident

**Brief Description of  
Organization or Applicant**  
(350 characters or less)

---

**Person(s) Principally  
Responsible for Event**

**Title**

**Contact Number**

**E-mail**

|                                            |                  |
|--------------------------------------------|------------------|
| Best method to receive written notices     | E-mail           |
|                                            | First Class Mail |
| Mailing address to receive written notices |                  |

---

## Event Details

|                                                              |                       |                                                      |                      |
|--------------------------------------------------------------|-----------------------|------------------------------------------------------|----------------------|
| Event Title                                                  |                       |                                                      |                      |
| Event Date                                                   | <input type="text"/>  |                                                      |                      |
| Proposed Location                                            |                       |                                                      |                      |
| Event set up time                                            | Event start time      |                                                      |                      |
| Additional days required for set up                          |                       |                                                      |                      |
| Event end time                                               | Event break down time |                                                      |                      |
| Additional days required for clean up                        |                       |                                                      |                      |
| Has this event occurred in Ypsilanti before?                 | Yes<br>No             | Is this an annual event expected to occur next year? | Yes<br>No            |
| Would you like to reserve an event date for next year?       | Yes<br>No             | Proposed event date for next year                    | <input type="text"/> |
| Will it be a recurring event weekly, biweekly, monthly, etc? | Yes<br>No             | If recurring, how often?                             |                      |

**Note:** If an event will run recurrently, the City may issue one permit per month so long as the event will run for 30 days or longer (for weekly events), 60 days or longer (for biweekly events), or 90 days or longer (for monthly events).

---

|                                                |                                 |                           |
|------------------------------------------------|---------------------------------|---------------------------|
| <b>Type of Event</b><br>(check all that apply) | Parade                          | Festival                  |
|                                                | Athletic Event (run, walk, etc) | Concert                   |
|                                                | Co-Sponsored                    | Non-Profit                |
|                                                | For-Profit                      | Political or Ballot Issue |
|                                                | Wedding                         |                           |
|                                                | Other                           |                           |

---

### Pavilion Rental:

|                 |     |                   |
|-----------------|-----|-------------------|
| Pavilion Rental | Yes | Pavilion Location |
|                 | No  |                   |

|                                          |                      |
|------------------------------------------|----------------------|
| Will the Pavilion be open to the public? | Yes (Class 2 Events) |
|                                          | No (Class 1 Events)  |

Gazebo Rental (Riverside Park):

|               |     |                       |                       |
|---------------|-----|-----------------------|-----------------------|
| Gazebo Rental | Yes | Total hours requested | Two (2) hours or less |
|               | No  |                       | Over two (2) hours    |

Event Classification and Requirements

Event Category

|                                                                                                        |
|--------------------------------------------------------------------------------------------------------|
| Event Class Category                                                                                   |
| Total # of Participants Expected                                                                       |
| Full Description & Purpose of Event (include all activities, attach additional documents if necessary) |

Security Deposit

(check all that apply)

|                    |                        |                 |                            |
|--------------------|------------------------|-----------------|----------------------------|
| Select Event Class | Class 1 Event (\$100)  |                 |                            |
|                    | Class 2 Event (\$500)  |                 |                            |
|                    | Class 3 Event (\$1000) |                 |                            |
|                    | Class 4 Event (\$5000) |                 |                            |
| Gazebo Rental      | \$100                  | Pavilion Rental | \$100 (Not Open to Public) |
|                    |                        |                 | \$500 (Open to Public)     |
| Street Closure     | \$500                  |                 |                            |

**Note:** Permit and utility fees may also be required up front with the security deposit

Food

|                                                            |     |    |
|------------------------------------------------------------|-----|----|
| Will any food be prepared, distributed , or sold at event? | Yes | No |
|------------------------------------------------------------|-----|----|

**Note:** If food will be prepared on site, distributed or sold each vendor must apply for and receive a permit from the Washtenaw County Environmental Health Department, 705 Zeeb Rd, PO Box 8645, Ann Arbor, or (734) 222-3800.

Alcohol

|                         |     |    |
|-------------------------|-----|----|
| Will alcohol be served? | Yes | No |
|-------------------------|-----|----|

If yes, please attach a copy of your Liquor Control Permit and proof of liquor liability insurance in the amount of \$1,000,000 naming the City of Ypsilanti as additionally insured is required.

**Alcohol Training-** The City requires that all event staff handling alcohol receive appropriate training.

|                                                                            |                                                      |                                               |  |
|----------------------------------------------------------------------------|------------------------------------------------------|-----------------------------------------------|--|
| Is your event staff trained to handle alcohol?                             | Yes                                                  | If no, when will your event staff be trained? |  |
|                                                                            | No                                                   |                                               |  |
| Describe how event staff is trained, or will be trained, to handle alcohol |                                                      |                                               |  |
|                                                                            |                                                      |                                               |  |
| How will persons of legal driving age be identified?                       | 21+ only event<br>Wristbands<br>Hand stamps<br>Other |                                               |  |

Parking

Please attach a detailed description of the parking available in the area surrounding your event and how you intend to direct attendees to parking (signage is recommended).

|                                                                                  |     |                                                                                                                                                    |
|----------------------------------------------------------------------------------|-----|----------------------------------------------------------------------------------------------------------------------------------------------------|
| Will your event use public lots                                                  | Yes | <b>Note:</b> The City does not permit paid parking in any public lots without a license                                                            |
|                                                                                  | No  |                                                                                                                                                    |
| Will your event use private lots?                                                | Yes | <b>Note:</b> Written authorization from the property owner is required and must be attached if using school, church, or other private parking lots |
|                                                                                  | No  |                                                                                                                                                    |
| Are you requesting unlimited parking or capped meters?                           | Yes | No                                                                                                                                                 |
| Please list why unlimited parking is being requested, and the specific locations |     |                                                                                                                                                    |

Street Closure

|                                                                                                                                                                   |           |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| Does your event require a street closure?                                                                                                                         | Yes<br>No |
| List the local street(s) you would like closed, including cross streets                                                                                           |           |
| <b>Note:</b> Local street closure permits are \$100/per street/per day                                                                                            |           |
| List the major street(s) you would like closed, including cross streets                                                                                           |           |
| <b>Note:</b> Major street closure permits are \$160/per street/per day                                                                                            |           |
| <b>Note:</b> Insurance will be required for all Street Closures in the amount of \$250,000 per occurrence, naming the City of Ypsilanti as an additional insured. |           |

Event Map

|                                       |           |                                                                                                                                                                                                                                                                                               |
|---------------------------------------|-----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Does your event require an Event Map? | Yes<br>No | <b>Note:</b> If your event will serve alcohol, use streets and/or sidewalks (walk, run, etc), or will use multiple locations, please attach a complete map showing the assembly and dispersal locations and the route plan. Also show any streets or parking lots requested to be blocked off |
|---------------------------------------|-----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Event Signs

|                                                                |     |    |
|----------------------------------------------------------------|-----|----|
| Are event signs required?                                      | Yes | No |
| Please describe the proposed size and location for event signs |     |    |

Security

|                                                                          |           |                                                                 |           |
|--------------------------------------------------------------------------|-----------|-----------------------------------------------------------------|-----------|
| Will your event have private security?                                   | Yes<br>No | Will your event have volunteer security/crowd control services? | Yes<br>No |
| List the name and contact information for the private security company   |           |                                                                 |           |
| Describe your plan for ejecting unruly/disorderly persons from the event |           |                                                                 |           |

**Note:** The Police Department may require private bonded security for events. The City will assign police officers as necessary and charge the permit holder for these services. The need for private security and/or police officers will be determined at or before the pre-event meeting. The numbers will be determined by the Police Department liaison.

-----

**Temporary Apparatus**

|                                                                       |                 |                   |                 |
|-----------------------------------------------------------------------|-----------------|-------------------|-----------------|
| Will your event include any of the following ? (check all that apply) | Tents           | Portable stage(s) | Fencing         |
|                                                                       | Portable lights | Bleachers         | Portable tables |
|                                                                       | Grills          |                   |                 |

**Note:** Please include placement of all apparatus listed above in your attached event site plan. Bleachers, benches, picnic tables, and charcoal grills are available for rental in City parks.

-----

**Noise**

|                                                                 |                  |                                            |             |
|-----------------------------------------------------------------|------------------|--------------------------------------------|-------------|
| Will amplified sound be used at the event?                      | Yes              | List the days and times sound will be used |             |
|                                                                 | No               |                                            |             |
| What type of sound will be at the event? (check all that apply) | P.A. System      | Live Band                                  | Disc Jockey |
|                                                                 | Stereo Equipment |                                            |             |
|                                                                 | Other            |                                            |             |

**Note:** Event coordinators are responsible for ensuring compliance with permissible noise levels. Please review the Special Events Policy to determine if a noise permit is required for your event.

-----

**Restrooms**

|                                              |     |                                                        |
|----------------------------------------------|-----|--------------------------------------------------------|
| Does your event require restroom facilities? | Yes | If yes, how many portable restrooms are you supplying? |
|                                              | No  |                                                        |

**Note:** No city parks have restroom facilities; Riverside park is the only city park with water service available.

-----

**Trash**

|                                                      |     |                                                              |
|------------------------------------------------------|-----|--------------------------------------------------------------|
| Do you intend to provide your own trash receptacles? | Yes | If yes, how many trash receptacles do you intend to provide? |
|                                                      | No  |                                                              |
| Provide the trash disposal plan for your event       |     |                                                              |

**Note:** Waste Management sells event trash boxes (55 gallons each, 1 box is equal to ¼ cubic yard). You can contact them at 1-800-796-9696.

## Site Restoration

**Note:** Site restoration and equipment removal are required by 1:00 p.m. the day following your event.

|                                                                                     |                              |
|-------------------------------------------------------------------------------------|------------------------------|
| Do you agree to restore the the location(s) to the condition in which you found it? | <input type="checkbox"/> Yes |
|                                                                                     | <input type="checkbox"/> No  |

## Insurance

Have you reviewed the prerequisite insurance requirements for your event and agree to submit proof of liability and/or property damage insurance with your application?

|                              |
|------------------------------|
| <input type="checkbox"/> Yes |
| <input type="checkbox"/> No  |

---

## City Services & Equipment

### Permits

|                                                        |                                                |                                              |
|--------------------------------------------------------|------------------------------------------------|----------------------------------------------|
| Permits required for your event (check all that apply) | <input type="checkbox"/> Electricity           | <input type="checkbox"/> Water               |
|                                                        | <input type="checkbox"/> Street Closure Permit | <input type="checkbox"/> Noise Permit        |
|                                                        | <input type="checkbox"/> Food Permit           | <input type="checkbox"/> Right of Way Permit |
|                                                        | <input type="checkbox"/> Temporary sign permit |                                              |
|                                                        | <input type="checkbox"/> Other                 |                                              |

### City Services Requested

|                       |                                                    |                                                  |
|-----------------------|----------------------------------------------------|--------------------------------------------------|
| Check all that apply: | <input type="checkbox"/> Uniformed Police Officers | <input type="checkbox"/> Volunteer Service Corps |
|                       | <input type="checkbox"/> Event Planning Meetings   | <input type="checkbox"/> Traffic Control Plan    |
|                       | <input type="checkbox"/> Parade Route              | <input type="checkbox"/> Walk/Run Route          |
|                       | <input type="checkbox"/> Building Inspection       | <input type="checkbox"/> Fire Inspection         |

### City Equipment Requested

|                       |                                                  |                                             |
|-----------------------|--------------------------------------------------|---------------------------------------------|
| Check all that apply: | <input type="checkbox"/> Electricity             | <input type="checkbox"/> Water Hook-Up      |
|                       | <input type="checkbox"/> Street/Lot Sweeping     | <input type="checkbox"/> Fence Installation |
|                       | <input type="checkbox"/> Traffic Control Devices | <input type="checkbox"/> Dumpsters          |
|                       | <input type="checkbox"/> Generator               | <input type="checkbox"/> Bleachers          |
|                       | <input type="checkbox"/> Picnic Tables           | <input type="checkbox"/> Benches            |

## Attestation

As applicable to event, applicant understands and agrees to comply with City ordinances and rules governing events and agrees to make final payment within thirty (30) days after the scheduled event invoice is received for any additional services required. Failure to comply within thirty (30) days shall place the applicant in default status. Further, it is understood that in the event a permit holder is placed in default status, the permit holder will be denied any other event permit(s) for a period of at least eighteen (18) months from the date of final payment and/or default resolution.

I hereby agree to comply with all Federal and State Statutes and with all City of Ypsilanti Ordinances, including the curfew and noise ordinances. I understand and agree that in the event any nuisance or disturbances are caused by the individuals attending the event, the use of the location may be terminated without prior notice by the Police Chief or the City Manager or their designee. I authorize the Fire Marshal to determine the maximum number of persons who may attend this event based on available space. Further, I understand and agree to abide by any additional City requirements that may be deemed necessary to safely operate the proposed event.

By typing my name below, I attest that this application represents my intent for the proposed event to the best of my knowledge. I am authorized to submit this application on behalf of the organization:

Applicant Full Name

Date

---

Proposed event date for next   
year



Resolution No. 2014-047  
February 4, 2014

**RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:**

That the City Council Meeting be adjourned, on call, by the Mayor or two (2) members of Council.

OFFERED BY: \_\_\_\_\_

SUPPORTED BY: \_\_\_\_\_

YES:      NO:      ABSENT:      VOTE: