1. City Council Regular Meeting Agenda

   Documents:

   4-7-15 REVISED FINAL AGENDA.PDF

2. City Council Regular Meeting Packet

   Documents:

   4-7-15 5 COUNCIL PACKET_REDACTED.PDF

3. City Council Regular Meeting Action Minutes

   Documents:

   4-7-15 ACTION MINUTES.PDF

Revised – 4/6/15

CITY OF YPSILANTI
COUNCIL MEETING AGENDA
CITY COUNCIL CHAMBERS – ONE SOUTH HURON ST.
YPSILANTI, MI 48197
Tuesday, April 7, 2015
7:00 p.m.

I. CALL TO ORDER –

II. ROLL CALL –

Council Member Anne Brown	P A	Council Member Robb	P A
Council Member Nicole Brown	P A	Council Member Vogt	P A
Council Member Murdock	P A	Mayor Edmonds	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. PRESENTATIONS –

Proclamation – Mayor's Day of Recognition for National Service

Presentation – Chidester Place Management

VIII. AUDIENCE PARTICIPATION –

IX. REMARKS BY THE MAYOR –

X. MINUTES –

Resolution No. 2015-076, approving the minutes of March 17, 2015.

XI. PUBLIC HEARING –

Public hearing on the proposed plan to mitigate the conversion of the Frog Island Park property on which the Ypsilanti Recycling Center is located and to dedicate the parking area associated with the Border to Border (B2B) Trail on South Grove St. as the replacement parcel.

1. Resolution No. 2015-077, determination
2. Open public hearing
3. Resolution No. 2015-078, close public hearing

XII. ORDINANCE - FIRST READING –

Ordinance No. 1244

1. Adoption, Amendment and Restatement of the Depot Town Development Plan and Tax Increment Financing Plan.

   A. Resolution No. 2015-061, determination
   (Public hearing held March 17, 2015)

XIII. CONSENT AGENDA -

Resolution No. 2015-079

1. Resolution No. 2015-080, approving application for grant with the Ann Arbor Fire Department for a County grant for fire investigations and inspections.
2. Resolution No. 2015-081, approving appointment to Zoning Board of Appeals.
3. Resolution No. 2015-082, supporting MDOT ownership of commuter rail.

XIV. RESOLUTIONS/MOTIONS/DISCUSSIONS –

1. Resolution No. 2015-083, supporting the Ypsilanti Area Convention and Visitor's Bureau (YACVB).
2. Resolution No. 2015-084, adopting engineering standards for the development of projects in the city.
3. Resolution No. 2015-085, approving proposal from OHM for construction engineering for Phase II of the Prospect Road PRIP Project.
4. Resolution No. 2015-086 awarding contract to Fonson, Inc. for Phase II of the Prospect Road PRIP Project
5. Resolution No. 2015-087, supporting Proposal 15-1 on the May 5, 2015 ballot for funding needed to fix our roads.

XIV. LIASON REPORTS –

A. SEMCOG Update
B. Washtenaw Area Transportation Study
C. Washtenaw Metro Alliance
D. Urban County
E. Freight House
F. Parks and Recreation
G. Millennial Mayors Conference
H. Ypsilanti Downtown Development Authority
I. Eastern Washtenaw Safety Alliance

XIV. COUNCIL PROPOSED BUSINESS –

XV. COMMUNICATIONS FROM THE MAYOR –

XVI. COMMUNICATIONS FROM THE CITY MANAGER –

XVII. AUDIENCE PARTICIPATION –

XVIII. REMARKS FROM THE MAYOR –

XIX. COMMUNICATIONS -

- Resolution No. 2015-073, approving Speed Control Policy ***(postponed 3/17/15 and will be heard 4/21/15)***

- Annual Financial/Conflict of Interest Council Member Disclosure Report due to City Clerk by 4/17/15

XX. ADJOURNMENT -

Resolution No. 2015-088, adjourning the City Council meeting.

Revised – 4/6/15

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Mayor Pro-Tem Richardson	P A		

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XX. ADJOURNMENT -

Resolution No. 2015-088, adjourning the City Council meeting.

Resolution No. 2015 – 076
April 7, 2015

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

That the Minutes of March 17, 2015 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, March 17, 2015
7:00 p.m.

I. CALL TO ORDER –

The meeting was called to order at 7:06 p.m.

II. ROLL CALL –

Council Member Anne Brown	Present	Council Member Robb	Absent
Council Member Nicole Brown	Present	Council Member Vogt	Present
Council Member Murdock	Present	Mayor Edmonds	Present
Mayor Pro-Tem Richardson	Present		

Mayor Pro-Tem Richardson motioned, supported by Council Member N. Brown to excuse the absence of Council Member Robb.

On a voice vote, the motion carried, and the absence was excused.

III. INVOCATION –

Mayor Edmonds 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 Edmonds introduced the following individuals; Assistant to the City Manager Ericka Savage, Assistant City Attorneys Dan Duchene and Jesse O'Jack, former Mayor Cheryl Farmer, Emmanuel Jones from Metor Youth, former Council Member Michael Bodary, former Council Member Ricky Jefferson, Non-Motorized Chair Bob Krzewinski, Human Relations Commissioner Sue Melke, Downtown Development Authority Director Tim Colbeck, and YCUA Representative Jeff Castro.

VI. AGENDA APPROVAL –

Council Member N. Brown motioned, supported by Council Member A. Brown to approve the agenda.

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

City Attorney Barr stated Council Member Murdock asked him if the Depot Town TIF renewal would need to be an ordinance. Mr. Barr asked Downtown Development

Authority Director Tim Colbeck if this item could be removed from the agenda and brought back as an ordinance, at the April 7th Council Meeting.

DDA Director Colbeck responded he is unsure if the item needs to be an ordinance.

Mr. Barr stated it should be an ordinance and asked to have it removed from the agenda and added that the public meeting can still be held. 2015

VII. PRESENTATIONS –

Trail Town Presentation - Connie Rizzolo Brown

Elizabeth Riggs, Huron River Watershed Council and River Run Manager provided an overview of River Run mission. **(See Website)**

Connie Rizzolo Brown, Designer/Architect/Planner, provided a presentation on "Trail Town" presentation. **(See Website)**

VIII. AUDIENCE PARTICIPATION –

1. Jim Mongensen, 330 Chidester St Apt #718, stated there is public comment to increase public transit on Sunday. Also, he requested that the Building Department while doing inspections at Chidester Place ask questions about water leaks resulting in mold.
2. Sigrid Melvin, 41 W. Michigan Ave, asked for help at the Town Center building as for mold and damage caused by the recent fire. Asked if the repairs to the apartment damaged by the fire would require a building permit. Requested the City Council Members representing the Town Center come speak with tenants.
3. Bob Krsewinski, Non-Motorized Advisory Committee Chair, stated every fall the Committee set priorities; one priority is to request the City reduce speeds. Also, the Non-motorized committee created a sub-committee to research best practices around the country on how vehicle speeds can be reduced. He stated the Non-motorized Committee strongly supports the resolution regarding speed humps on tonight's agenda.
4. Will Thompson, 330 Chidester Apt #717, stated he is submitting documents regarding mold at Chidester. Mr. Thompson informed Council a forum will be held tomorrow, Wednesday, March 18th at 7:00 p.m. in the Chidester Community Room regarding mold issues at Chidester.
5. Ricky Jefferson, 113 Devonshire, Ypsilanti Township, asked for an update of the use of minority contractors used for City projects and stated he will be representing minority contractors in the Community.
6. Brian Foley, 424 Ainsworth Circle, stated the Ypsilanti Housing Commission was opening bids for a maintenance electrician. After several attempts to gain information about who the bid was awarded he was told the maintenance contract was rolled into the remodel contract. He said he brought this to Reverend Jefferson's attention as well as members of Council. Mr. Foley stated he asked Ypsilanti Housing Commission Director Zach Fosler who was awarded the contract and Mr. Fosler did not know. Mr. Foley then asked Mr. Fosler who was performing the maintenance work for the City and Mr. Fosler responded the Ypsilanti Housing Commission's electricians were. Mr. Foley added he was contacted and told he was awarded the bid.
7. Michelle Barney, 330 Chidester Apt #406, stated there is an issue of mold at Chidester Place and would like to submit the testing report. Ms. Barney stated

the test costs $400 and most people living at Chidester cannot afford this test. Ms. Barney stated this matter was reported to management, who performed their own test and found nothing of great issue, but Mr. Thompson's apartment was provided remediation.

8. Leslie Taton, 330 Chidester, stated she is in the process of joining the Ypsilanti Tenants Rights Group. She stated she understands there is a mold problem, but her concern is the lack of heat in her apartment. She stated she has complained to management and nothing has been done.
9. John Harrington, 209 N. Huron, stated he is a representative of the Towner House Foundation, and wants to announce to City Council that the Foundation has purchased the Towner House. He stated the Foundation is working with Eastern Michigan University to bring the structure to usable order and will be a part of the home tour on June.
10. Sue Melke, 330 Chidester Apt 409, stated she has an issue with enforcement of the snow ordinance. Ms. Melke stated there has not been much done to rectify the issue and it makes it very difficult to maneuver through the City.

IX. REMARKS BY THE MAYOR –

- Thanked all who spoke and provided information from Chidester. Mayor Edmonds stated she hopes that during the inspections this problem will be resolved.

- Stated she appreciated Mr. Jefferson and minority contracts for doing a service to the City in trying to keep City funds local.

- Thanked Mr. Harrington for his service regarding the Towner House.

- Stated she and Ms. Melke correspond regularly regarding issues of snow and are workong to understand how City staff can continue to improve snow maintenance.

  Mayor Pro-Tem Richardson thanked Mr. Jefferson and stated that she and Council Member A. Brown have been working very diligently to maintain an open communication with Mr. Fosler.

  Mayor Edmonds stated she has a connection with Latino Contractors in the area and she will pass that information to Mr. Jefferson.

  Mayor Pro-Tem Richardson asked City Manager Lange to instruct inspectors to be mindful of mold during inspections and hold the inspections earlier. Ms. Richardson asked if Chidester connected to MSHDA they should be involved as soon as possible.

  Council Member Vogt stated he agrees with Mayor Pro-Tem Richardson that the inspection should be moved forward because this is a health issue.

  Mayor Edmonds stated Southeastern Legal Services in Ann Arbor provides free legal services and may be helpful to those having issue.

X. MINUTES –

Resolution No. 2015-060, approving the minutes of March 3, 2015.

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

That the Minutes of March 3, 2015 be approved.

OFFERED BY: Council Member A. Brown
SUPPORTED BY: Council Member N. Brown

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

XI. PUBLIC HEARINGS –

1. Public hearing on the adoption, amendment and restatement of the Depot Town Development Plan and Tax Increment Financing Plan.

   A. Resolution No. 2015-061, determination
   (First Reading – April 7, 2015)

   RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

   WHEREAS, the Depot Town DDA was established in 1984 and the district was expanded in 1992; and

   WHEREAS, the current Depot Town TIF and Development Plan was implemented in 2000 and has an expiration date of December 2015; and

   WHEREAS, the Ypsilanti DDA Board has approved an Amended and Restated Depot Town Tax Increment Finance (TIF) & Development Plan as prepared and submitted by Beckett & Raeder that will extend the plan through December 2040.

   NOW, THEREFORE, BE IT RESOLVED THAT the Ypsilanti City Council approves the adoption of the Amended and Restated Depot Town TIF and Development Plan as submitted.

OFFERED BY: Council Member Vogt
SUPPORTED BY: Council Member N. Brown

Downtown Development Authority Director Tim Colbeck provided a presentation regarding the Depot Town TIF and Redevelopment Plan. **(See Website)**

Council Member A. Brown asked how much was the total budget of the Downtown Development Authority.

DDA Director Colbeck responded the DDA total budget is $340,000.

Council Member A. Brown asked if there is a reason why a 25 year extension is being proposed opposed to the 15 year extension.

Mr. Colbeck responded based on the community input and suggested projects a 25 year extension seemed reasonable.

Council Member A. Brown asked how proposed state legislation might affect TIFs.

Mr. Colbeck replied proposed legislation would curtail the TIF districts revenue raising ability however, at the moment that legislation is dead.

Mayor Edmonds asked if legislation is passed in the future will the TIF be able to run its course or would it expire.

Mr. Colbeck responded the proposed legislation would allow a TIF to run its life cycle.

Council Member A. Brown asked if the DDA would capture revenue from the downtown.

Mr. Colbeck responded yes, the Ypsilanti Downtown Development Authority consists of four districts, the downtown TIF does not expire until 2024.

Mayor Edmonds stated that Mr. Colbeck has provided the DDA Board graphs that illustrate revenue versus expenditures, and asked that he share those with Council.

Mr. Colbeck stated he would make those available to Council.

Mayor Edmonds stated this process has gone through a number of revisions and has been completed to align with other City plans.

B. Open public hearing

1. Sue Melke, 330 Chidester #409, stated in the Depot Town TIF plan there is little talk about sidewalks.

Mr. Colbeck stated there is money set aside for general improvements and infrastructure support.

Ms. Melke replied sidewalks should be specifically listed as a priority. Ms. Melke asked why the façade improvement grant does not include American with Disability Act compliant entrances.

Mr. Colbeck replied ADA compliant entrances would qualify for a façade improvement grant, but project decisions are made by private owners.

Ms. Melke asked if ADA entrances could be a requirement of the grant.

Mr. Colbeck responded it is hard to make it a requirement because it is private property, but it can be encouraged.

2. Michelle Barney, 330 Chidester apt #406, stated the issue is that handicapped people are not included in these plans.

C. Resolution No. 2015-062, close public hearing

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

THAT the public hearing for the adoption, amendment and restated Depot Town Development Plan and Tax Increment Financing Plan be officially closed.

OFFERED BY: Council Member Vogt
SUPPORTED BY: Council Member N. Brown

On a voice vote, the motion carried, and the public hearing was closed.

Mayor Edmonds asked City Attorney John Barr if this item needs to be tabled.

City Attorney Barr responded this item was moved to the April 7, 2015 meeting during agenda approval and it would not be necessary to table it.

Council Member Murdock stated this item has already been motioned and it would need to be tabled.

Mr. Barr replied it can be tabled if Council prefers.

Mayor Pro-Tem Richardson stated since this item was removed Council is not able to discuss the matter.

City Attorney Barr stated that would be his ruling, but if Council wishes to table the item it could.

Mayor Edmonds stated the DDA Board Members representing Depot Town are bar and restaurant owners and were not able to be present. And in response to Ms. Barney's comments, page two of the City's Master Plan is to maintain Depot Town as a place for pedestrians, and notes the importance of that in this plan.

Council Member Murdock stated Tax Increment Financing was never intended that to go on indefinitely and eventually that revenue should return to the City. The properties within the Depot Town TIF district have been paying the same amount of taxes to the City as it did 25 years ago which puts a burden on the rest of the City. He said that if the TIF is extended 25 more years it increase that burden. The point of TIFs is to do a project to increase the taxable value and this might be an opportunity to look at TIF revenue and how it fits into the City's overall financial picture. Other municipalities have dealt with this issue and there are strategies that the City should examine.

Mr. Colbeck responded there are a number of tasks that the DDA provides that if not done by the DDA the City would need to provide those services, such as the downtown pedestrian trashcans. Mr. Colbeck stated the DDA pays the City $20,000 a year to empty the pedestrian trashcans. The DDA is also paying for half the salary of the DDA district police officer, the plantings each spring, and holiday lighting. Mr. Colbeck stated it is not a situation of the DDA simply taking City revenue 74% of the funds captured.

Council Member A. Brown asked what the trend is for DDAs across the country regarding TIFs.

Mr. Colbeck responded Michigan is one of the few states that use TIFs.

Council Member A. Brown stated so there is not much change nationwide.

Mr. Colbeck replied nationwide most DDAs have some funding coming from local municipalities, but most funds are raised through other sources.

City Manager Lange stated he would like to see more money allocated for maintenance.

Mr. Colbeck stated a large percentage of the DDA budget is for maintenance items.

2. Public hearing regarding an offer to purchase city-owned property (Ballard Street – Parcel ID: 11-11-40-464-999) known as "Gap Parcel".

   A. Resolution No. 2015-063, determination

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

WHEREAS a certain parcel of land is located in the City of Ypsilanti, commonly known as "the Gap Parcel," being parcel number 11-11-40-464-999 and legally described as:

> **" GAP " PARCEL CREATED 2008 YPC 52W-64 COM AT SE COR LOT 45 STUCK'S ADDITION, TH WEST 41.25 FT TO A POB, TH SOUTH 33 FT, TH WEST 1.75 FT, TH NORTH 16.5 FT, TH WEST 61.5 FT, TH NORTH 16.75 FT, TH EAST 61.5 FT, TH SOUTH 0.25 FT, TH EAST 1.75 FT TO THE POB.**

WHEREAS it is believed that the City may be the owner of said parcel through an errant survey; and

WHEREAS there are no structures or improvements located on said parcel; and

WHEREAS Craig and Alicia Ceccarelli, a married couple, own a parcel of land that lies adjacent to said "Gap Parcel"; and

WHEREAS the Ceccarellis have delivered an Offer to Purchase the "Gap Parcel" from the City for $500 and have deposited $50 of this amount with the City Attorney; and

WHEREAS the City is interested in conveying whatever interest it may have in the "Gap Parcel" in order that it be privately owned and taxable:

NOW THEREFORE BE IT RESOLVED that the Mayor and City Clerk are authorized to execute and accept the attached Offer to Purchase Real Estate; and

BE IT FURTHER RESOLVED that the City Manager and City Attorney are authorized to complete the sale with the Ceccarellis and the City Manager is authorized to sign any and all documents to close and complete the transaction.

OFFERED BY: Mayor Pro-Tem Richardson
SUPPORTED BY: Council Member N. Brown

Assistant City Attorney Dan Duchene stated the parcel is located on Ballard Street just north of Michigan Avenue.

Council Member Murdock asked what parcel this land would be going to.

Mr. Duchene responded it is going to the parcel in front of it closer to the street.

Council Member Vogt asked how the land is being used presently.

Mr. Duchene replied to his knowledge it is not being used.

Council Member Vogt stated that the parcel to the north may be using it for parking.

Alicia Ceccarellis stated there is currently no parking on that parcel.

Council Member Vogt asked what the access would be other than through Ms. Ceccarellis residence.

Ms. Ceccarellis replied probably none, but the land could be used by the tenants for a garden.

Council Member Vogt asked if Ms. Ceccarellis has parking on her property.

Ms. Ceccarellis responded her property does not have parking and to use the gap parcel as parking a neighbor would need to provide permission for use of their driveway.

Council Member Vogt asked if the parcel is wanted for greenery.

Ms. Ceccarellis replied yes.

City Manager Lange stated the sale of this property is supported by the goals set forth in the Master Plan.

Council Member Murdock asked how long has the City known about this matter.

Mr. Duchene answered since 2008.

Council Member Murdock asked if the City has many of these parcels.

City Planner Bonnie Wessler responded the City has around four that are about that size.

B. Open public hearing

None

C. Resolution No. 2015-064, close public hearing

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

THAT the public hearing on the parcel of land located in the City of Ypsilanti, parcel number 11-11-40-464-999, commonly known as "the Gap Parcel", be officially closed.

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

On a voice vote, the motion carried, and the public hearing was closed

On a roll call, the vote to approve Resolution No. 2015-063 was as follows:

Council Member N. Brown	Yes	Council Member Robb	Absent
Council Member Murdock	Yes	Mayor Edmonds	Yes
Mayor Pro-Tem Richardson	Yes	Council Member Vogt	Yes
Council Member A. Brown	Yes		

VOTE:

YES: 6 NO: 0 ABSENT: 1 (Robb) VOTE: Carried

XII. CONSENT AGENDA -

Resolution No. 2015-065

1. Resolution No. 2015-066, approving Ordinance No. 1243 to amend Section 94-251 and Chapter 94, Article VIII, Division 2; repeal Chapter 94, Article VIII, Division 3; and add Chapter 94, Article X of the Ypsilanti City Code in order to provide a comprehensive, efficient, and clear procedure to vacate alleys, vacate streets, and close alleys within the City of Ypsilanti. ***(Second Reading)***

   RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

   That an ordinance to amend Section 94-251 and Chapter 94, Article VIII, Division 2; repeal Chapter 94, Article VIII, Division 3; and add Chapter 94, Article X of the Ypsilanti City Code in order to provide a comprehensive, efficient, and clear procedure to vacate alleys, vacate streets, and close alleys within the City of Ypsilanti be approved at Second and Final Reading.

2. Resolution No. 2015-067, approving the DDA participation in the Michigan Main Street Program.

   RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

   WHEREAS the Ypsilanti DDA has been an Associate Level member of the Michigan Main Street Program since 2008; and

   WHEREAS, the City of Ypsilanti and the Ypsilanti DDA are required to sign an annual program agreement with the Michigan Main Street Program to maintain its membership; and

   WHEREAS, the Ypsilanti DDA Board has approved its continued participation in the Michigan Main Street Program for 2015 at its September 18, 2014 meeting.

   NOW, THEREFORE, BE IT RESOLVED THAT the Ypsilanti City Council approves the 2015 Michigan Main Street Program Agreement.

3. Resolution No. 2015-068, authorizing the use of receiving boards for city elections.

   A RESOLUTION OF THE CITY OF YPSILANTI:

WHEREAS, Receiving Boards of Election Inspectors help increase efficiency and accuracy while processing election results and materials as they are returned to the City Clerk's office on election night; and

WHEREAS, City Council has the authority to provide for the use of Receiving Boards of Election Inspectors and the City Election Commission has the authority to appoint members to such Boards prior to each election.

NOW, THEREFORE, BE IT RESOLVED THAT the Ypsilanti City Council provides that one or more Receiving Boards of Election Inspectors be appointed for the May 5, 2015 election.

OFFERED BY: Council Member A. Brown
SUPPORTED BY: Council Member N. Brown

On a roll call, the vote to approve Resolution No. 2015-065 was as follows:

Council Member N. Brown	Yes	Council Member Robb	Absent
Council Member Murdock	Yes	Mayor Edmonds	Yes
Mayor Pro-Tem Richardson	Yes	Council Member Vogt	Yes
Council Member A. Brown	Yes		

VOTE:

YES: 6 NO: 0 ABSENT: 1 (Robb) VOTE: Carried

XIII. <u>RESOLUTIONS/MOTIONS/DISCUSSIONS</u> –

1. Resolution No. 2015-069, approving contract with Ypsilanti Communities Utilities Authority (YCUA) and authorizing notice for the issuance of Drinking Water Revolving Fund (DWRF) bonds for water main improvements on Michigan Avenue.

RESOLUTION APPROVING CONTRACT AND AUTHORIZING NOTICE

Minutes of a regular meeting of the City Council (the "Governing Body") of the City of Ypsilanti, County of Washtenaw, State of Michigan (the "City"), held on the 17th day of March, 2015, at 7:00 o'clock p.m., prevailing Eastern Time.

WHEREAS, it is necessary to acquire and construct certain water system improvements, consisting of the replacement of existing water main on Michigan Avenue between Prospect Street and Park Street, including all necessary appurtenances and attachments thereto (the "Project"), to serve the City; and

WHEREAS, a contract (the "Contract") has been prepared between the City and the Ypsilanti Community Utilities

Authority (the "Authority") whereby the Authority will issue its bonds (the "Bonds") on behalf of the City to provide for the financing of costs of the Project; and
WHEREAS, this Governing Body has carefully reviewed the Contract and finds that it provides the best means for accomplishing the Project and for providing the needed services.

NOW, THEREFORE, BE IT RESOLVED, THAT:

1. **The Contract is hereby approved and the Mayor and the City Clerk of the City are hereby authorized and directed to execute and deliver the Contract for and on behalf of the City; provided, however, that Contract shall not become effective until the expiration of forty-five (45) days after the publication of the attached notice as a display advertisement of at least ¼ page in size in the *Ypsilanti Courier*, a newspaper of general circulation within the City, which manner of publication is deemed by the Governing Body to be the most effective manner of informing the taxpayers and electors of the City of the details of the proposed Contract and the rights of referendum thereunder.**

2. **The City Clerk is directed to publish the attached notice in the newspaper above designated as soon as possible after the adoption hereof.**

3. **All resolutions and parts of resolutions in conflict with this resolution be, and the same hereby are repealed.**

OFFERED BY: Council Member N. Brown
SUPPORTED BY: Mayor Pro-Tem Richardson

Ypsilanti Community Utilities Authority Director Jeff Castro stated the project consists of replacing 1,100 ft. of an 8 inch water main on Michigan Ave. from Prospect St. to Park St. He said the existing water main was installed in the 1930's and has been experiencing problems in recent years. The total cost of the project is estimated at $390,000 and is eligible for funding through the Drinking Water Revolving Fund which is administered by the Michigan Department of Environmental Quality.

Council Member Murdock stated the intention is to use City Division YCUA funds to make payments however; it does not state that in the contract and asked if that should be mentioned.

Pat McGow, Miller and Canfield, responded the financing through the YCUA is provided full faith and credit through its contract and has the ability to use any funds available to pay it.

Council Member Murdock stated the schedule listed is dated from 2012 to 2013, and asked when the project is expected to be completed.

Mr. Castro responded the Department of Environmental Quality order of approval will be on June 3, 2015.

Mayor Edmonds asked when the work will be completed.

Mr. Castro responded YCUA hopes the work will be completed in 2015.

Council Member Murdock stated MDOT is planning to resurface Michigan Ave. in 2017 which will not coordinate with this project.

Mr. Castro replied correct.

Council Member Murdock stated the MDOT project will consist of Michigan, Huron, Hamilton, and Washtenaw and asked if this will be considered by YCUA.

Mr. Castro answered yes, there is a description of possible water mains and YCUA will be in contact with the City through that process.

Mr. McGow stated the schedule of projects such as these are at the mercy of the State.

Council Member Murdock asked how this will coordinate with the construction that will occur on Prospect St.

City Planner Wessler replied OHM is aware of this project and will be coordinating with YCUA.

Mayor Edmonds asked how long will this project take.

Mr. Castro replied the project could take a month.

Mayor Edmonds asked will this have an effect on the access to Riverside Park, especially during festival season.

Mr. Castro responded the project will consist of directional drilling which will cause less disruption to roads.

Mayor Pro-Tem Richardson asked if this project will coincide with road construction.

Mr. Castro replied yes.

City Manager Lange stated when construction occurs on streets the water lines are replaced.

On a roll call, the vote to approve Resolution No. 2015-069 was as follows:

Council Member N. Brown	Yes	Council Member Robb	Absent
Council Member Murdock	Yes	Mayor Edmonds	Yes
Mayor Pro-Tem Richardson	Yes	Council Member Vogt	Yes
Council Member A. Brown	Yes		

VOTE:

YES: 6 NO: 0 ABSENT: 1 (Robb) VOTE: Carried

2. Resolution No. 2015-070, approving Memorandum of Understanding (MOU) with Southeast Michigan Lighting Coalition for participation in a rate hike case brought by Detroit Edison Company with the Public Service Commission and authorizing payment.

IT IS RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI that: In accordance with Council Resolution 2015-031, dated February 3, 2015, the attached Memorandum of Understanding with the Southeast Michigan Street Lighting Coalition is approved and the Mayor and City Clerk are authorized to sign for the City of Ypsilanti, and

Further, that the attached invoice for dues for membership in the Coalition in the amount of $2,500 is approved for payment ($2,200 from resolution 2015-031 and $300 from this resolution).

OFFERED BY: Council Member Murdock
SUPPORTED BY: Council Member A. Brown

Council Member Murdock stated he attended a meeting with coalition members, potential members, and representatives and it appears that the rate increase DTE is asking for is huge and the streetlight conversion is a very small aspect and may be removed.

Mayor Edmonds asked who the members of the coalition are.

Council Member Murdock responded Ann Arbor, Harper Woods, and around 15 to 20 other municipalities. He said he would email the full list to Council.

City Manager stated he is engaged in negotiations with DTE and there is a possibility that Ypsilanti could be grandfathered into the previous cost.

Council Member Murdock added the cost of sodium lights was cut in half because the LEDs may not have been the best decision, but the City made its decision based off available information.

On a roll call, the vote to approve Resolution No. 2015-070 was as follows:

Council Member N. Brown	Yes	Council Member Robb	Absent
Council Member Murdock	Yes	Mayor Edmonds	Yes
Mayor Pro-Tem Richardson	Yes	Council Member Vogt	Yes
Council Member A. Brown	Yes		

VOTE:

YES: 6 NO: 0 ABSENT: 1 (Robb) VOTE: Carried

3. Resolution No. 2015-071, approving the purchase of one 2015 GMC Sierra 3500 HD 4WD dump truck with front plow attachment.

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, a purchase proposal was received from Red Holman Pontiac - GMC, Westland, Michigan for the purchase of a 2015 GMC Sierra 3500HD 4WD Dump Truck with front plow attachment for use in the Department of Public Works- Streets Division for surface maintenance, winter surface maintenance and park maintenance activities for a total amount of $42,436.00; and

WHEREAS, the state purchase price of $42,436.00 is very favorable and in the best interest of the city to purchase this vehicle; and

NOW THEREFORE, BE IT RESOLVED THAT, the Ypsilanti City Council approves the purchase of one 2015 GMC Sierra 3500HD 4WD dump truck with front plow attachment.

FURTHER, that the $42,436.00 to purchase this vehicle be expended from the $42,000 budgeted in account 641-7-9320-987-10;

THAT the City Manager is authorized to sign the purchase proposal and any change orders, subject to approval by the City Attorney, to complete the purchase of this vehicle.

OFFERED BY: Mayor Pro-Tem Richardson
SUPPORTED BY: Council Member A. Brown

DPS Director Stan Kirton stated it is his intention to sell the current truck while it still has value and purchase a vehicle for future DPS tasks.

Council Member A. Brown asked from what dealership the truck will be purchased.

Mr. Kirton replied the truck will be purchased from Greg Holman a state purchase site.

Council Member A. Brown asked if the truck could be sold locally.

Mr. Kirton replied there is not a local state purchase site available.

Mayor Edmonds asked if there is a site in the County that would purchase those types of vehicles.

Mr. Kirton responded the GMC works better for the work that will be performed with the truck and it was not available for purchase locally.

Council Member Murdock asked the status on alternative fuel for the DPS vehicles.

Mr. Kirton responded the City is still waiting Environmental Protection Agency certification for the specific motor for the plow trucks.

Council Member Murdock asked if that would be the LPG motor.

Mr. Kirton replied yes.

Mayor Edmonds asked for clarification on what the City is waiting for regarding the LPG motors.

Mr. Kirton replied the City recently purchased five vehicles and the City has converted the salt truck to an LPG motor. Mr. Kirton added the City needs certification from the EPA for conversions, or the warranty will not be honored.

Council Member Murdock stated at one time the City was in conversation with Eastern Michigan about converting to Compressed Natural Gas (CNG) engines, but that fell through.

Mr. Kirton replied in the early 1990's Eastern Michigan University converted some of their vehicles and there was an issue with the CNG engines. The City and EMU have discussed installing an LPG refueling station in the DPS yard for both the City and the University to use.

On a roll call, the vote to approve Resolution No. 2015-071 was as follows:

Council Member N. Brown	Yes	Council Member Robb	No
Council Member Murdock	Yes	Mayor Edmonds	Yes
Mayor Pro-Tem Richardson	Yes	Council Member Vogt	Yes
Council Member A. Brown	Yes		

VOTE:

YES: 6 NO: 0 ABSENT: 1 (Robb) VOTE: Carried

4. Resolution No. 2015-072, approving alley/street vacation updated fee schedule.

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, the City of Ypsilanti adopts an annual fee schedule; and

WHEREAS, before Council tonight for second and final reading is a revision of Chapter 94 of the ordinance governing alley vacations and closures and street vacations; and

WHEREAS, staff has taken the opportunity to review the fees associated with the aforementioned actions; and

WHEREAS, staff proposes a $750 nonrefundable application fee for alley closures, with an additional $1000 to be paid into escrow for installation of a barrier, which amount shall be refundable should the closure request not be granted; and,

WHEREAS, staff proposes a $1500 nonrefundable application fee for alley or street vacations; and,

NOW, THEREFORE, BE IT RESOLVED THAT the Ypsilanti City Council approves the amendment of the City fee schedule to take effect upon adoption of the revised alley vacation and closure ordinance.

OFFERED BY: Council Member N. Brown
SUPPORTED BY: Council Member Murdock

City Planner Bonnie Wessler stated as a part of restructuring the alley vacations and street closing ordinances the City examined the cost structure around those items. These fees are based on noting costs as well as structure construction.

Mayor Pro-Tem Richardson asked if the suggested fees would be retroactive.

Ms. Wessler responded no.

Mayor Edmonds asked how the fee schedule would affect the City if it wishes an alley to be vacated, or closed.

Ms. Wessler replied there would be no fees associated as that would essentially be moving money from one pocket to another.

Mayor Edmonds stated there may be an issue if both the City and a private citizen wish to have the same alley vacated and the City should be prepared for that situation.

On a roll call, the vote to approve Resolution No. 2015-072 was as follows:

Council Member N. Brown	Yes	Council Member Robb	Absent
Council Member Murdock	Yes	Mayor Edmonds	Yes
Mayor Pro-Tem Richardson	Yes	Council Member Vogt	Yes
Council Member A. Brown	Yes		

VOTE:

YES: 6 NO: 0 ABSENT: 1 (Robb) VOTE: Carried

5. Resolution No. 2015-073, approving Speed Control/Hump Policy.

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, Ypsilanti City Council requested staff develop a policy for managing citizen requests for speed control devices such as speed humps; and

WHEREAS, City Council has reviewed policy recommendations in November 2013, again on April 2014, and in March 2015;

NOW, THEREFORE, BE IT RESOLVED THAT the Ypsilanti City Council approves the attached speed control policy and process and implement it effective immediately.

OFFERED BY: Council Member Vogt
SUPPORTED BY: Council Member N. Brown

Council Member Vogt motioned, supported by Council Member A. Brown, to extend the meeting till 11:00 p.m.

On a voice vote, the motion carried and the meeting was extended.

City Planner Bonnie Wessler stated this resolution is similar to a resolution brought before Council last year which provided engineering standards for traffic calming devices to be reviewed. This resolution would also lower previously established thresholds. She said this would provide citizens a process to have speed humps installed.

Mayor Edmonds asked if funds to be used for traffic calming should be earmarked as a part of the Capital Improvements Budget.

Ms. Wessler stated if there is a trend in which traffic calming requests become more common, staff would recommend Council budget for traffic calming devices.

Council Member A. Brown asked how the 10% increase was determined.

Ms. Wessler responded the police department would deploy a speed monitoring trailer.

Council Member A. Brown asked if that would be the first course of action after a request by a citizen.

Ms. Wessler responded yes.

Council Member Murdock stated he feels a couple of characteristics of the resolution need to be changed. He said in a general sense this resolution revolves around speed humps and it should be more concerned with all traffic calming strategies. Mr. Murdock stated in the future streets should be designed in a way that maintains a 25 mph limit. He said traffic calming could also be included in the City's complete streets program. Mr. Murdock added he would like to remove the requirement that prohibits traffic calming devices on major streets which could benefit from traffic calming mechanisms.

Ms. Wessler replied this policy began with speed humps specifically over time it include more speed controls. Ms. Wessler asked if Council would allow staff to amend the policy to remove speed humps from consideration for major streets.

Council Member Murdock stated it is his intention to broaden the menu of possibilities for traffic calming methods.

Mayor Edmonds asked how major streets differ from local streets.

Ms. Wessler responded there is a specific list mostly determined by Act 51 funding and constitutes a use by the community as a whole and now just to those who live on that street.

Mayor Edmonds stated she interpreted this as a process for a citizen to obtain speed humps as well as other traffic calming tactics. She asked what staff would expect an average timeline to install traffic calming methods.

Ms. Wessler responded the process would take three months for administrative approval, and installation is responsive to both seasonal and budgetary variables.

Mayor Edmonds asked to clarify what temporary non-reoccurring events means, or at least define them further. Also, street trees may also be a solution and the City's tree plan should be examined to prioritize strategies that coincide with the traffic calming tactics.

Ms. Wessler responded that is a possibility however, evidence does not support that trees alone have an effect on speed reduction.

Mayor Edmonds stated that should be clarified further, and asked if there are any suggestions for traffic calming at Ferris and Middle other than a stop sign.

Council Member Murdock added something should be done to reduce speed at Ferris and Middle.

Ms. Wessler stated this policy is designed to address traffic calming methods although it could be amended to include stop signs.

Council Member Murdock motioned, supported by Council Member A. Brown, to postpone Resolution No. 2015-073 until the April 7, 2015 meeting.

On a voice vote, the motion carried and the vote on Resolution 2015-073 was postponed.

Mr. Lange stated because traffic control issue have the force of law behind it the matter becomes a legal issue.

6. Resolution No. 2015-074, changing the vote of Council Member Brown on Resolution No. 2015-015, approved January 20, 2015, to amend the City Charter to allow members of City Council to serve on Boards and Commissions when permitted by law.

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

WHEREAS Ypsilanti City Council previously considered and adopted Resolution No. 2015-015 at its meeting on January, 20, 2015; and

WHEREAS this resolution amended the City Charter to allow members of City Council to serve on boards and commissions when permitted by law; and

WHEREAS the Home Rule Cities Act requires that amendments to a City Charter be approved by three-fifths vote of City Council; and

WHEREAS Resolution No. 2015-015 was adopted by a 6-1 vote of City Council; and

WHEREAS Councilmember Anne Brown has requested that her "yes" vote on this resolution be changed to a "no" vote; and

WHEREAS Roberts Rules of Order provide that after the result of a vote is announced, a member my only change their vote "by a unanimous consent of the assembly;" and

WHEREAS Robert Rules of Order further provide that no debate is permitted on such a determination:

NOW THEREFORE BE IT RESOLVED that Councilmember Anne Brown is permitted to change her "yes" vote on Resolution No. 2015-015 to a "no" vote.

OFFERED BY: Council Member N. Brown
SUPPORTED BY: Mayor Pro-Tem Richardson

Assistant City Attorney Dan Duchene stated there is no debate allowed procedurally if there is any objection to the resolution the motion fails.

Mayor Edmonds asked if there are any points of order.

Mayor Pro-Tem Richardson motioned to be added to this resolution changing her vote to no on Resolution No. 2015-015.

Mr. Barr stated Mayor Pro-Tem Richardson wishes to amend the resolution to include her name. He added the Charter Amendment must be approved by a super majority, and if Resolution No. 2015-074, with amendments, passes Resolution 2015-015 would fail.

Council Member Murdock asked if unanimous consent consisted of Council as a body, or only those in attendance.

Mr. Duchene responded a unanimous decision by those in attendance.

Council Member N. Brown asked the process of her changing her vote to no on Resolution 2015-015.

Council Member Murdock asked can Resolution 2015-015 be changed after the process of implementing it has already begun.

City Clerk McMullan stated she spoke with the Washtenaw County Election Bureau and if this Resolution passes the Charter Amendment would to be legally allowed on the ballot. She said she was advised that it is not possible at this point to remove the item from the ballot unless the City pays for reprograming for all 10 precincts, the cost for the reprinted ballots, and ballots that have already been printed. Ms. McMullan added that the City would not meet the state guideline of having ballots available for distribution by March 21, 2015.

Mr. Barr stated he spoke with the State Election Bureau and explained the situation of a Council Member changing their vote which initially would not alter the resolution, but the proposed amendment would change the effect this resolution would have. He said regarding Council Member Murdock's question he would need to investigate further to understand the legality.

Council Member A. Brown stated her intent to change her vote was not to change the ballot. Ms. Brown stated she had a change of heart in regards to Resolution 2015-015.

Mr. Barr stated without support the amendment to the Resolution fails.

Mayor Pro-Tem Richardson withdrew her motion to amend the resolution.

On a roll call, the vote to approve Resolution No. 2015-074 was as follows:

Council Member N. Brown	Yes	Council Member Robb	Absent
Council Member Murdock	No	Mayor Edmonds	Yes
Mayor Pro-Tem Richardson	Yes	Council Member Vogt	No
Council Member A. Brown	Yes		

VOTE:

YES: 4 NO: 2 (Murdock, Vogt) ABSENT: 1 (Robb) VOTE: Failed

Mayor Pro-Tem Richardson stated her desire to change her vote was based off conversation she had with Board Members and Commissioners.

Council Member N. Brown added that she wanted to change her vote due to information she had gained after the initial vote.

XIV. LIASON REPORTS –

A. SEMCOG Update – General Assembly will be held next week Thursday, March 26th and will be held at the Detroit Institute of Art.

Mayor Edmonds stated she attend the Core Services Taskforce meeting which provided information regarding transportation.

B. Washtenaw Area Transportation Study – The meeting is March 18th, which will focus on making amendments to the TIF plan regarding the MDOT US-23 interchange.

Mayor Edmonds asked how the Adams St. project will be affected by funding.

Council Member Murdock responded the WATS funding is frozen pending a transportation bill from the State Legislature.

C. Washtenaw Metro Alliance – No Meeting
D. Urban County – No meeting
E. Freight House – Meeting will be held in the upcoming days to finalize bid documents.
F. Parks and Recreation – DIA "Inside Out" exhibit will be installed July 29th the First event will be coordinated with "First Fridays" in August. There may be a bike tour that will begin at Peninsular Park and end in Parkridge. A docent will be present at each site to discuss the art and the Park and Recreation Commission ask that Mayor Edmonds be at the meeting to speak.
G. Millennial Mayors Conference – The first Executive Committee meeting was held last Thursday, March 12. At the meeting roles and responsibilities of members were discussed.
H. Ypsilanti Downtown Development Authority – The next Board meeting will be held on Thursday, March 19th and stated Council is always invited to attend.
I. Eastern Washtenaw Safety Alliance – No meeting

XIV. COUNCIL PROPOSED BUSINESS –

Vogt

- Stated he, Council Member A. Brown, and Mayor Pro-Tem Richardson are co-sponsoring an information forum regarding State Proposal 1, the sales tax provision. The event will be held on Monday, March 23rd from 7:00 to 8:30 p.m. at the Administration Building for Ypsilanti Community Schools. William Anderson from SEMCOG will be facilitating the event. This will be a non-partisan information presentation, which will include a question and answer period. The event is open to everyone, and asked Council to inform all those they think would be interested.

  Council Member A. Brown stated there will also be a representative from the Washtenaw County Road Commission.

- Said he had an inquiry from an individual interested in opening another Medical Marijuana facility, and is curious if the City has licenses available.

  City Planner Bonnie Wessler replied the City does not currently have available licenses.

N. Brown

- Stated she advises an organization at Eastern Michigan University and has been approached by several other organizations about opportunities for students to get involved in beautification projects in Ypsilanti. She asked who would be the contact person in the City for this activity.

  Mayor Edmonds stated there is an "Adopt a Block" program facilitated by the Downtown Development Authority and an "Adopt a Park" program which can be found on the City's website, or the Parks and Recreation Commission. Those interested could email herself or Council Member N. Brown and could be directed to the appropriate agency.

Murdock

- Stated he would like to place a resolution of support for the May Ballot Proposal on the April 7th meeting's agenda.

- Said on the next agenda he would like to place a resolution to complete a survey to determine the right-of-way on Oakwood St. North of Washtenaw.

A Brown

- Said Saturday, March 28th from 1-5:00p.m. the Ypsilanti Senior Center is hosting their Carnival. The cost of admission is $10.

- At a coffee hour sponsored by State Representative David Rutledge on Saturday, March 14th, Eastern Michigan University students asked if City Council could hold a meeting about students transitioning between student life and career. They are interested in information on rental housing and the possibility of adding something on the City's website.

XV. COMMUNICATIONS FROM THE MAYOR –

Nomination:
Zoning Board of Appeals
Eric Seymour (reappointment – alternate previously)
611 Pearl Street
Ypsilanti, MI 48197
Expires: 5/1/2018

- Stated during the next Council Meeting on April 7th, National Mayor's Day, will include time for Recognition of National Service.

- Stated the April First Friday will feature art from local high school students.

  Mayor Pro-Tem Richardson asked that nails not be used to hang art at City Hall.

  Mayor Edmonds replied the art will be framed and will have permanent locations on walls on the first floor of City Hall.

  Mayor Pro-Tem Richardson asked that Clerk McMullan be present when the art is installed to provide instruction to minimize damage.

  City Clerk McMullan asked if First Fridays will be the first Friday of every month.

Mayor Edmonds replied yes.

Ms. McMullan suggested the City formulate an art policy.

Mayor Edmonds stated she has spoken with City Attorney Barr and he has shared some ideas with her.

Ms. McMullan stated Council as a body would need to approve such a policy.

Mayor Pro-Tem Richardson asked that a Council Committee be appointed to establish an art policy.

City Attorney Barr responded yes, a committee could be formed.

Ms. McMullan stated a policy needs to be in place that will dictate what is allowable art, rather than a single individual.

Council Member A. Brown asked if easels could be used rather than mounting the art to the wall itself.

Mayor Edmonds stated the idea is the art will be displayed the entire month.

Council Member A. Brown asked why an easel would not be sufficient to display art for the month.

Mayor Edmonds said she is not sure if there would be adequate room to display the artwork if easels were used.

Mayor Pro-Tem Richardson motioned to form a committee composed of one Council Member from each Ward to work with the Clerk to establish an art policy.

Council Member A. Brown asked to amend the motion to include only one Council Member.

Mayor Edmonds stated she is already organizing the First Friday's events.

Ms. McMullan stated City Attorney Barr has information regarding municipality art policy and Council could decide to adopt a policy from that information.

Mayor Edmonds asked if there was support for Mayor Pro-Tem Richardson's motion.

Council Member A. Brown stated her amendment would allow the Clerk and a Council Member to develop the policy.

Ms. McMullan stated she does not mind working with the City Attorney to develop the policy.

Mayor Edmonds stated she has been a part of the process and has spoken with several curators, and would be happy to be a part of the process in developing a policy.

Council Member N. Brown asked if it is possible for Mayor Pro-Tem Richardson to work with the Mayor, Clerk McMullan, and the City Attorney to develop the policy.

Ms. McMullan replied that would be fine.

- Stated she and City Manager Lange have been meeting with representatives from Rutherford Pool who presented their budget and obligation that Council has committed and what of that commitment has not yet been allocated.

  Council Member A. Brown asked if funds they are asking for have not been released.

  Mayor Edmonds responded that is her understanding.

  City Manager Lange stated the City identified funds available but they must be spent on a legitimate project. Mr. Lange said the City has reached a compromise and will follow-up with the pool representation.

  Mayor Edmonds stated there is a question whether or not the funds used to repair the parking lot were a part of the funds allocated to the pool.

  Council Member Murdock asked Mr. Lange to send Council an itemized list of Rutherford Pool's fund allocation.

  Mr. Lange responded yes.

- Stated she is very excited about the Ypsilanti Promise, which is starting to move forward forming an official organizational structure, will be forming the Ypsilanti College Alliance. Mayor Edmonds sees this as a game changer for Ypsilanti Community Schools and the Community. Mayor Edmonds stated she will be inviting the organization to present to Council in a couple of months.

- Stated Eric Seymour is being nominated to the Zoning Board of Appeals. Mr. Seymour had previously served on the ZBA as an alternate, and is now being nominated as a full Board Member.

XVI. COMMUNICATIONS FROM THE CITY MANAGER –

- Stated the Border to Border Trail has gone back out for bid.

- Staff is currently working on the next fiscal year's budget.

- Said he will send a report on the DTE solar project in Ypsilanti to Council on March 18th.

- Stated he is also working with DTE on other issues.

- Stated that he loves the reading program staff is taking part in during the month of March.

- Mentioned the City will be super engaged in the coordination of all infrastructures on Water Street.

- Stated the City is working very hard to use minority contractors.

- Stated in two years the police department has not drawn a weapon to fire, even while under fire, which is a tremendous achievement.

  Mayor Pro-Tem Richardson asked Mr. Lange when he sent that report.

  Mr. Lange responded he did not send a report he is just providing general information.

  Mayor Pro-Tem Richardson stated the New York City Police Department is going through retraining and asked how often Ypsilanti Police are trained.

  Mr. Lange replied he is uncertain, but will follow-up with the Police Department to provide Council with an answer.

- Stated the City was mandated to bid out Attorney Services for the City and stated Assistant to the City Manager Savage had taken the lead in that role.

  Mayor Pro-Tem Richardson stated the City already has that service provided by City Attorney Barr.

  Mr. Lange replied he understands that but the contract is almost expired.

- Stated there will be a press release tomorrow, March 18th that will introduce the new Director of Economic Development Elizabeth Ernat.

  Council Member Murdock asked what will happen with the individual currently contracted to provide economic development for the City.

  Mr. Lange replied there will be a transition period but he was not selected.

  Council Member Murdock asked if the consultant will be in place until April 9th, when Ms. Ernat begins at her position.

  Mr. Lange responded he will be with the City a month after Mr. Ernat begins during the transition period.

  Council Member Murdock asked what the progress is with the other position needing to be filled in the Planning Department.

  Mr. Lange stated that the City hired the Director of Economic Development first before filling the rest of the vacancies in the Department.

  Mayor Pro-Tem Richardson asked if the Director of Economic Development will also head the Planning Department.

  Mr. Lange responded the Director of Economic Development will supervise both the Planning Department and the Building Department. The head of the

Planning Department will be the Planner II once hired and Building Manager Frank Daniels heads the Building Department.

Mayor Pro-Tem Richardson asked if City Planner Bonnie Wessler is a permeant part-time employee.

Mr. Lange responded Ms. Wessler was the permeant part-time Planner I who was promoted to Interim Planner II, and now is applying for the full-time position.

Mayor Pro-Tem Richardson asked what will happen to Ms. Wessler's part-time Planner I position.

Mr. Lange responded the part-time Planner I position no longer exists, it is now a full-time position.

Mayor Pro-Tem Richardson asked if Ms. Wessler would have to go through the interview process to maintain her position as Planner I.

Mr. Lange stated there are two positions left to fill the Planner II and Planner I.

Council Member A. Brown motioned, Council Member Vogt supported to extend the meeting until 11:15 p.m.

On a voice vote, the motion was approved and the meeting was extended.

XVII. AUDIENCE PARTICIPATION –

1. Emmanuel Jones, 616 Plainview, stated Mentor Youth will begin a high school intervention program based in Ypsilanti focusing on personal development, academic development, and assisting finding summer jobs. Mentor Youth supports these initiatives through fundraising and on April 11th a bowling tournament at Lodge Lanes will be held from 2-4:30 p.m. Mr. Jones asked if Council and City Manager Lange would be willing to participate in the event which can be done through being on a team, or sponsoring a lane for others to bowl.

XVIII. REMARKS FROM THE MAYOR –

None

XIX. COMMUNICATIONS -

- AAATA Financial Operating Reports and Ridership Data for January 2015
- March Parks and Recreation Commission Liaison Report
- 2015 Taser Report

XX. ADJOURNMENT -

Resolution No. 2015-075, 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 Murdock
SUPPORTED BY: Council Member A. Brown

On a voice vote, the motion carried and the meeting adjourned at 11:01 p.m.

REQUEST FOR LEGISLATION
(April 7, 2015)

From: Bonnie Wessler, Acting Planner II

Subject: Frog Island Park: MDNR Grant Obligation Conversion

SUMMARY & BACKGROUND

The use of a portion of Frog Island Park as a recycling center is contradictory to the long term requirements listed in the Land and Water Conservation Fund (LWCF) Grant that the City took advantage of in 1983 which states that this land is to be used for public outdoor recreation. The portion of the Frog Island property on which the recycling center is located was originally designated as a parking lot in the development plan. This use fulfilled that recreation requirement; however, the recycling center is a conversion from that recreation use to a non-recreation use. In order to mitigate the conversion of use the City needs to either move the recycling center elsewhere or propose a similar recreation use on another piece of land that is not currently in outdoor recreation use. This conversion needs to be addressed by the City in order to be eligible for future LWCF grants.

Staff recommended to Ypsilanti City Council on February 17, 2015 that an alternate piece of land, namely the parking area associated with the Border to Border (B2B) Trail on South Grove St, be used for the conversion.

A public hearing is being held at the regularly scheduled April 7, 2015 City Council meeting to provide members of the community an opportunity to review the proposed changes as per the requirements listed in the *Procedures for Receiving Approval for Converting Grant-Assisted Property* (attached). These procedures also require that residents are provided 30 days to review the proposed conversion; this was met by a public notice placed in the local paper, Washtenaw Now, starting February 26, 2015.

RECOMMENDED ACTION: Approval

ATTACHMENTS: Resolution

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: 4/7/2015

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____

Resolution No. 2015 - 077
April 7, 2015

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, in 1998 the Michigan Department of Natural Resources (MDNR) formally notified the city that the location of the recycling center constitutes a violation of the Land and Water Conservation Fund (LWCF) grant agreement (project number 26-01269) that funded early improvements to Frog Island Park; and

WHEREAS, in order to comply with the contractual requirements of the MDNR grant and be able to take advantage of future grants, the city must either a) move the recycling center or b) replace the parcel with another that has similar recreation value and would serve a similar group of users; and

WHEREAS, the LWCF project at Frog Island Park was a development project, thus it is possible to mitigate the conversion by dedicating the parking area associated with the to-be-constructed Border to Border (B2B) Trail on South Grove St; and

WHEREAS, a public hearing was held on April 7, 2015 and residents provided a minimum of 30 days to review the proposed conversion plans;

NOW THEREFORE BE IT RESOLVED THAT the Ypsilanti City Council authorizes the proposed plan to mitigate the conversion of the Frog Island Park property on which the Ypsilanti Recycling Center is located and to dedicate the parking area associated with the Border to Border (B2B) Trail on South Grove St as the replacement parcel. The Ypsilanti City Council further authorizes that this plan forwarded to the MDNR for approval.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

Resolution No. 2015 - 078
April 7, 2015

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

THAT the public hearing for the proposed plan to mitigate the conversion of the Frog Island Park property on which the Ypsilanti Recycling Center is located and to dedicate the parking area associated with the Border to Border (B2B) Trail on South Grove St as the replacement parcel be officially closed.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

Resolution No. 2015 - 061
April 7, 2015

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, the Depot Town DDA was established in 1984 and the district was expanded in 1992; and

WHEREAS, the current Depot Town TIF and Development Plan was implemented in 2000 and has an expiration date of December 2015; and

WHEREAS, the Ypsilanti DDA Board has approved an Amended and Restated Depot Town Tax Increment Finance (TIF) & Development Plan as prepared and submitted by Beckett & Raeder that will extend the plan through December 2040.

NOW, THEREFORE, BE IT RESOLVED THAT the Ypsilanti City Council approves the adoption of the Amended and Restated Depot Town TIF and Development Plan as submitted.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

CITY OF YPSILANTI
NOTICE OF ADOPTED ORDINANCE
Ordinance No. 1244

An ordinance to provide for the amending and restatement of the Tax Increment Financing and Development Plan for the Depot Town Downtown Development Authority originally adopted in 1992 and restated in 2000, pursuant to Act 197 of the Public Acts of the State of Michigan of 1975 as amended; to establish the legal basis and procedure for the capture and expenditure of tax increment revenues; to implement a variety of capital improvement and other projects and/or programs dedicate to the economic development of the Depot Town Downtown Development area.

1. **THE CITY OF YPSILANTI HEREBY ORDAINS** that the 2000 Tax Increment Financing and Development Plan for the Depot Town Downtown Development Area be amended as outlined in the Amended and Restated plan.

2. THE CITY OF YPSILANTI FURTHER ORDAINS that the boundaries of the District within which the Tax Increment Financing and Development Plan will be in effect for are designated as follows:

Beginning at a point on the East line of River Street and the South line of Ferrier Street, said point also known as the
Northwest corner of Lot 65, Hunter's Addition, thence East 280' to the Center line of Lincoln Street thence North along the
Center line of Lincoln Street to the North line of East Cross Street thence West 166' along the North line of East Cross Street thence South 141' to the Northeasterly line of the Railroad Right-of-Way thence Northwesterly along the Northeasterly line of the Railroad Right-of-Way to the center line of River Street thence North along the Center line of River Street to the North line of Maple Street thence West along the North line of Maple Street to the West line of vacated alley thence North on the West line of vacated alley, extended North, to the Center line of Oak Street to the Northeasterly line of the Railroad Right-of-Way thence Northwesterly along the Northeasterly line of the Railroad Right-of-Way to the Center line of East Forest Street thence Westerly along the Center line of East Forest Street to the Center line of the Huron River to a point where the North line of Lot 1, Assessor's Plat #3, extended Easterly Intersects the Center line the Huron River thence West along said extended North line of Lot 1 to the Northwest corner of said Lot 1 thence South along the West line of said Lot 1 to the Southwest corner of said Lot 1 thence West along the North line of East Cross Street to the Eastern line of North Huron Street, thence South 18-44 East Approximately 204 fee to the Southwest corner of parcel 11-11-40-401-029 thence North 86-26-30 Est 23.95' thence South 3-49 East 80-9' thence East 190.56' thence Southerly along the western boundaries of properties located at 220,214,206,and 130 North Huron Street, (described as of 12/31/83), to a point 49.5' South of the Northeast corner of Lot 185,

Original Plat, thence East 60' thence South 16.5' thence West 60' to the Northeast corner of Lot 184, Original Plat, thence Easterly to a point where the Center line of North Street, extended Westerly, intersects with the Center line of the Huron River thence Northwesterly in the Huron River to the Northwest corner of the property described as 11-11-020-046-00 thence East 269' along the North line of said property thence North to the Northwest corner of Lot 322, Showerman and Compton's Allotment thence East to the West line of Ninde Street thence along the West line of Ninde Street to the South line of Photo Street thence East along the South line of Photo Street to the West line of River Street thence South along the West line of River Street, thence East to the Point of Beginning. Included in this area are the properties and adjacent right-of-ways with the following addresses and parcel identification numbers: 100 East Cross Street, described in tax code parcel numbers 11-09-107-008 and 11-09-107-009, 315 Ninde Street, described in tax code parcel number 11-09-131-009, 24 East Cross Street, described in tax code parcel number 11-09-131-017, 12-20 East Cross Street, described in tax code parcel number 11-09-131-109,
400-412 North River Street, described in tax code parcel numbers 11-04-495-013 and 11-04-495-014.

3. **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, shall be for any reason adjudged by a court of competent jurisdiction to be unconstitutional or invalid, such judgment shall not effect, 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 shall 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 shall have 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.

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

5. **Savings Clause.** The balance of the Code of Ordinances, City of Ypsilanti, Michigan, except as herein or previously amended, shall remain in full force and effect. The repeal provided herein shall 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.

6. **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.

7. Publication and Effective Date. The City Clerk shall cause this Ordinance, or a summary of this Ordinance, to be published according to Section 11.13 of the City Charter. 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 _____, 2015.

_____
Frances McMullan, City Clerk

Attest

I do hereby confirm that the above Ordinance No. __1244_____ was published according to Section 11.13 of the City Charter on the _____ day of _____, 2015.

_____
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 _____, 2015.

_____
Frances McMullan, City Clerk

Notice Published: February 12, and March 12, 2015

First Reading: __April 7, 2015_____

Second Reading: __April 21, 2015_____

Published: _____

Effective Date: _____

REVISED
Resolution No. 2015 – 079
April 7, 2015

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

That the following items be approved:

1. Resolution No. 2015-080, approving application for grant with the Ann Arbor Fire Department for a County grant for fire investigations and inspections.
2. Resolution No. 2015-081, approving appointment to Zoning Board of Appeals.
3. Resolution No. 2015-082, supporting MDOT ownership of commuter rail.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

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John M. Barr
Karl A. Barr
Daniel J. DuChene

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

REQUEST FOR LEGISLATION

DATE:

FROM: John M. Barr, Ypsilanti City Attorney

SUBJECT: Fire Department application for grant with Ann Arbor Fire Department

SUMMARY/BACKGROUND The Ypsilanti Fire Department is partnering with the Ann Arbor Fire Department to apply for a county grant for fire investigations and inspections. There will be 8 fire agencies involved in the grant. The proposal has the City of Ypsilanti acting as a fiduciary and pass through for the funding.

RECOMMENDED ACTION: Approval of Resolution to approve action to apply for grant and provide that the City of Ypsilanti act as fiduciary

---

DATE RECEIVED:_____ AGENDA ITEM NO.

CITY MANAGER COMMENTS:

FOR AGENDA OF:_____ FINANCE DIR. APPROVAL

COUNCIL ACTION TAKEN:

Resolution No. 2015-080
April 7, 2015

RESOLUTION TO APPROVE APPLYING FOR COUNTY GRANT
FOR FIRE INVESTIGATIONS AND INSPECTIONS AND
FOR CITY TO ACT AS FIDUCIARY

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

Whereas, the City supports joining with other municipalities to leverage assets and services, and

Whereas, the Ypsilanti Fire Department desires to partner with the Ann Arbor Fire Department to apply for a county grant for investigations and inspections, and

Whereas, the grant would benefit 8 fire agencies including the Ypsilanti Fire Department and the Ann Arbor Fire Department, and

Whereas, the grant will provide that the City of Ypsilanti be the fiduciary to receive and manage the funds as a pass through for all the 8 fire agencies, and

Whereas, the grant would be in the public interest and benefit the City.

Now Therefore, Ypsilanti City Council approves the grant application and authorizes the Ypsilanti Fire Chief to sign for and on behalf of the City of Ypsilanti, subject to the approval of the City Attorney.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

FIRE PREVENTION AND SAFETY FEMA GRANT INFORMATION

Grant name: Fire Prevention and Safety (FP&S) FEMA
Submission deadline: 04/17/2015 at 5:00 p.m.
Projected award start date: 06/01/2015
Projected award end date: 09/30/2015
Match: 5%
Estimated dollar amount request: $250,000
City of Ypsilanti anticipated match: $1,000 – $1,500
Grant writers: Assistant Chief Taylor, Ann Arbor FD; Fire Marshal Farrackand, Ann Arbor FD; Chief Anthouard Ypsilanti FD.

Grant Objectives:

A) Create a Fire Investigation Task Force available to participating agencies.
B) Establish a yearly life and fire safety inspection program for target hazards, places of assembly, and large rental properties.

Requests:

A) Funding for the purchase of a fully equipped fire investigation trailer and basic fire investigator training.
B) Funding for the purchase of iPads, software and inspector training.

Agencies involved:

- Ann Arbor City
- Ann Arbor Twp.
- Augusta Twp.
- Dexter Area.
- Pittsfield Twp.
- Superior Twp.
- Ypsilanti City
- Possible others

Resolution No. 2015 – 081
April 7, 2015

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:

NAME	BOARD	TERM EXPIRATION
Eric Seymour 611 Pearl Street Ypsilanti, MI 48197	Zoning Board of Appeals	5/1/2018

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

Resolution No. 2015 - 082
April 7, 2015

WHEREAS, the City is very much in favor of MDOT establishing commuter rail service from Detroit to Ann Arbor, and;

WHEREAS, the City of Ypsilanti will have a stop on this commuter line when it goes into service, and;

WHERAS, the commuter rail stations have proved to be engines for economic development for the areas located around these stations, and;

WHEREAS, the City wants to show its complete support for MDOT keeping its refurbished railcars so that rail service can start as soon as the corridor rail improvements have been completed, and

NOW THEFORE BE IT RESOLVED that the city of Ypsilanti authorizes the Mayor and City Manager to sign and send the attached letter to MDOT Director, Kirk Steudle.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

City of Ypsilanti
Office of the City Manager

April 7, 2015

Mr. Kirk Steudle, Director
Michigan Department of Transportation
State Transportation Building
425 W. Ottawa Street, P. O. Box 30050
Lansing, MI 48909

Dear Director Steudle:

We have worked with SEMCOG and MDOT for several years to make the proposed Ann Arbor to Detroit commuter rail service a reality. It is part of the region's adopted transit plan which includes a 300 mile rapid transit system. Seven of the plan's rapid transit corridors are in various stages of implementation. These seven rapid transit projects will be interconnected and in addition to the commuter rail from Ann Arbor to New Center in Detroit include:

- M-1Rail streetcar line, which is under construction
- Woodward bus rapid transit (BRT)
- Gratiot and Michigan Avenues rapid transit projects
- The Connector service in Ann Arbor
- Howell to Ann Arbor commuter service.

The Ann Arbor to Detroit service would provide a transit option that is not currently available to the nearly 600,000 employees and 140,000 college students in the corridor. It would be positive for economic development and lead to increased land values around the stations. We are very supportive of the project and MDOT and SEMCOG efforts to move it forward.

Over the past several years, acquiring and refurbishing cars became a cornerstone of our readiness to deploy the lowest cost initial service. The cars were acquired and upgraded when the timing seemed appropriate to facilitate delivery of service. However, due to circumstances outside of our control, the track improvements fell behind.

We believe these cars should be maintained for the Ann Arbor to Detroit service for many reasons, including:

- Cost savings. MDOT has paid $458,000 per car for the upgrades and lease fees; today others are paying up to $1 million each. Purchasing new cars would cost $3 million apiece.
- Time savings. It would take another two to three years to refurbish cars, and even longer to purchase new cars. The common delay for new service start-ups is the wait for the cars, not the station and rail infrastructure improvements.

- Possibility of no adequate used cars being available to refurbish. The availability of used adequate commuter rail cars to refurbish is limited, and could be more limited in the future.
- Loss of investment. MDOT will lose the investment already made in the refurbished cars minus any revenue received from the sale or lease of the cars.
- Maintain public support. Local community support for the proposed commuter rail service is strong throughout the corridor, but may be reduced or lost should the evidence of commitment to commuter rail service (the refurbished cars) be sold or leased.

For these reasons, we are fully supportive of MDOT's decision to refurbish and lease the railcars to ensure commuter rail can be advanced in a timely and cost-effective manner.

Sincerely,

Ralph A. Lange
City Manager
City of Ypsilanti

Mayor Amanda M. Edmonds
Mayor
City of Ypsilanti

Resolution No. 2015-083
April 7, 2015

RESOLUTION OF SUPPORT FOR THE YPSILANTI AREA CONVENTION AND VISITORS BUREAU AND OPPOSITION TO ANY REDUCTION OR REALLOCATION OF THEIR FUNDING

WHEREAS, the Ypsilanti Area Convention and Visitors Bureau (YACVB) was established in 1974 by the enactment of State Bill 263, which allowed for the collection of a countywide lodging tax from 2-5% on each occupied overnight room. At that time two separate and distinct Bureaus formed, one in Ann Arbor who receives 75% of the lodging assessment and the Ypsilanti CVB who receives 25%; and

WHEREAS, the YACVB is a 501(c)(6) organization with a mission to conduct an aggressive marketing and sales program, stressing the advantages of the Ypsilanti area in particular and Washtenaw County in general. This includes promoting the area as a viable destination for meetings, conventions, sporting events and leisure travel; and

WHEREAS, since 1974 the YACVB has promoted the distinctly unique assets and attractions of the Ypsilanti Area and has become an important economic engine for Ypsilanti in particular and Washtenaw County in general by increasing awareness of Ypsilanti as a travel destination through targeted market strategies, support for new and expanded visitor attractions and infrastructure, and advocating the value of tourism for our community to all county leaders and stakeholders; and

WHEREAS, the Ypsilanti City Council believes that having a separate and unique Convention and Visitors Bureau representing Ypsilanti is essential to the economic vitality of our community; and

WHEREAS, the YACVB has developed the relationships and knowledge of our community and its needs over 40 years that are necessary to adequately promote Ypsilanti as a destination; and

WHEREAS, their institutional knowledge of our community has made them an integral part of our economic development that would be lost or greatly reduced through any potential merger of CVB's and/or reduction of revenue dedicated to the YACVB;

NOW, THEREFORE, BE IT RESOLVED THAT the Ypsilanti City Council strongly urges the Washtenaw County Commission to support maintaining a separate and unique Ypsilanti Area Convention and Visitors Bureau; and strongly opposes any reduction in funding levels for the YACVB by the Washtenaw County Commission so that the YACVB is able to maintain and grow all of the important work that they do for Ypsilanti and Washtenaw County.

SUPPORTED BY: _____

OFFERED BY: _____

YES: NO: ABSENT: VOTE:

REQUEST FOR LEGISLATION
April 7, 2015

From: Bonnie Wessler, Acting Planner II

Subject: Engineering Standards for Development Projects

SUMMARY & BACKGROUND

During the Redevelopment Ready Certification process, it was brought to staff attention that the City had not adopted Engineering Standards that were readily available to developers, for them to use when drafting plans for our review and eventual approval. OHM has worked to provide documentation of procedures and standards already in place, to provide clarity to applicants as to what is expected during the development process.

The attached Engineering Design Standards have been reviewed and recommended for approval by Planning Commission Note that it provides clarity on several aspects of the development process, including timing, and largely reflects the processes and standards currently in place. One new item is included, and that is the requirement of a performance bond prior to construction. No fee changes will take place until the annual fee schedule update.

RECOMMENDED ACTION: Approval

ATTACHMENTS: Resolution
Standards

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: 4/7/2015

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____

Resolution No. 2015 - 084
April 7, 2015

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, it is considered a best practice to have clear, consistent, and accessible engineering design standards; and

WHEREAS, the City has not previously published such standards for potential developers to use; and

WHEREAS, the City has an ongoing commitment to clarity, transparency, and predictability; and

WHEREAS, the Planning Commission has reviewed and recommended the City adopt such standards;

NOW THEREFORE BE IT RESOLVED THAT the Ypsilanti City Council adopt the attached Engineering Standards, dated April 2015.

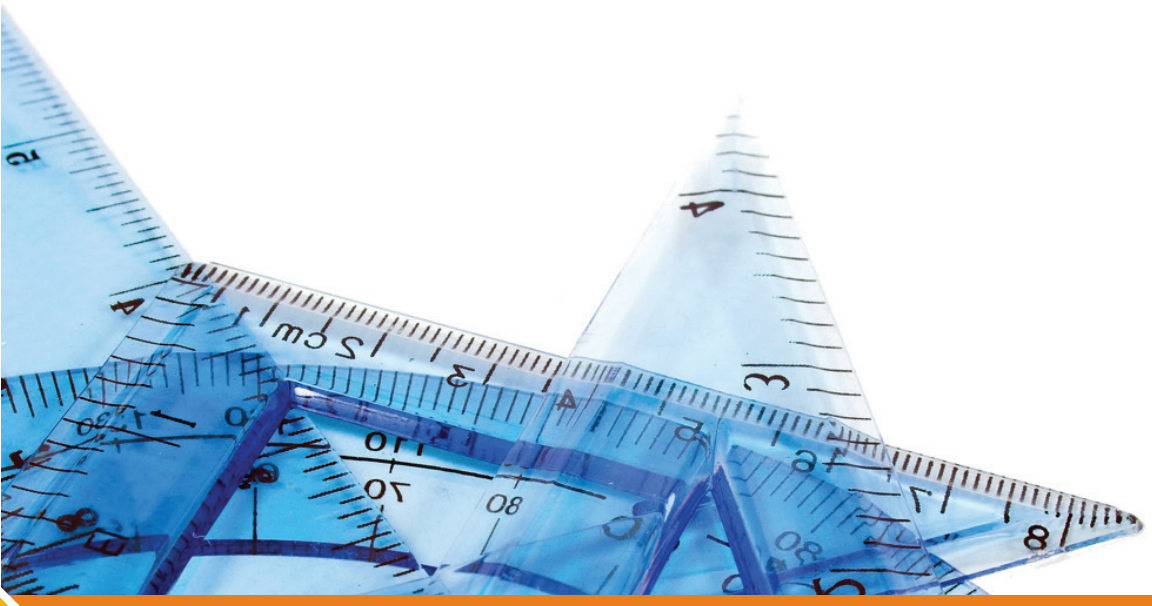
OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

City of Ypsilanti

Engineering Design Standards and Site Development Procedures Manual



APRIL 2015

architects. engineers. planners.

OHM Advancing Communities℠

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A. Checklists

Detailed Engineering Plan Review Checklist
Pre-Construction Meeting Minutes

B. Bonds and Maintenance Documents

Maintenance and Guarantee Bond - Site Development

C. Sample Easements

Sample Public Utility Easement

D. Certifications – Grading – Stormwater Outlet

City of Ypsilanti Site Grading/Setback Certification
Certificate of Stormwater Outlet

E. Washtenaw County Design Standards Appendices

Washtenaw County authored documents are available at the County's website. It is the applicant's responsibility to verify the most current version of the documents at:

http://www.ewashtenaw.org/government/drain_commissioner/dc_webPermits_DesignStandards/dc_Rules

I. General Requirements and Procedures

A. Title and Purpose

These guidelines shall be known and may be cited as the City of Ypsilanti Engineering Design and Construction Standards. The intent of this manual is to establish minimum engineering requirements for the design and construction of improvements within the City of Ypsilanti.

B. Definitions

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

AASHTO:
American Association of State Highway and Transportation Officials

ANSI:
American National Standards Institute

ASTM:
American Society for Testing and Materials

AWWA:
American Water Works Association

CITY:
The City of Ypsilanti, Michigan

CITY ENGINEER:
The consulting engineers or staff engineers employed by the City of Ypsilanti.

DETENTION POND:
An open water facility used to manage and control storm water flows leaving a site via an engineered controlled outlet.

DPS:
City of Ypsilanti Department of Public Services

EASEMENT:
The right of an owner of property by reason of such ownership, to use the property of another for purposes of ingress, egress, utilities, drainage and similar uses.

GLUMRB:
Recommended Standards for Sewage Services, (Ten States Standards); standards for use as a guide in the design and preparation of plans and specifications for sewage services, prepared by the Standards Committee of the Great Lakes-Upper Mississippi River Board of State Sanitary Engineers.

MDEQ:
Michigan Department of Environmental Quality

MDOT:
Michigan Department of Transportation

MDPH:
Michigan Department of Public Health

MIOSHA:
Michigan Occupational Safety and Health Act

P&D:
City of Ypsilanti Planning and Development Department

STANDARD DETAILS DRAWINGS (SDD):
Refers to the City of Ypsilanti and YCUA Standard Details Drawings for water mains, storm sewers, sanitary sewers and soil erosion adopted by the City. They are considered a part of these standards.

WCRC:
Washtenaw County Road Commission

YCUA:
Ypsilanti Communities Utility Authority

ZBA:
The City of Ypsilanti Zoning Board of Appeals

C. Compliance with Ordinances and Public Acts

All construction shall be in compliance with the procedural and substantive requirements of the Zoning Ordinance; Part 91 - Soil Erosion Control; the Land Division Act, Act No. 288 of the Public Acts of Michigan of 1967, the Condominium Act 59 of 1978, as Amended, the 2010 Americans with Disabilities Act standards including 28 CFR section 35.151 and 28 CFR part 36 App. A, the ADAAG, and all other applicable statutes and ordinances, in addition to the requirements contained in this manual.

D. Standard Details

All utilities described and contained in this manual shall be constructed in accordance with the City's and YCUA's "Standard Details Drawings" (SDD) which are included with this manual.

E. General Project Review Procedures

1. The project review and approval process generally consists of four phases. All must be completed before a project is accepted by the City.

   a. Phase I – Site Plan
   The first phase includes review of the site plan and concludes with approval of the site plan by the Planning Commission. This includes any site improvements, public and private utility installation, paving, and storm water management facilities.

   The applicant must contact the Planning and Development Department (P&D) for the required forms, fees and detailed explanation of the process. P&D will distribute the plans to the appropriate City departments and consultants who perform an engineering site plan review. The review of the site plan from an engineering standpoint, along with the associated fees and plan requirements is outlined herein.

   The second phase begins after the Planning Commission approves the plan and the City Planner signs off on the plans implementing all conditions of approval.

   b. Phase II – Engineering Plan
   Upon completion of the Site Plan phase, the developer submits detailed engineering plans and fees to the Planning and Development Department. P&D then distributes the engineering plans to the appropriate City departments and consultants who perform a detailed engineering plan review.

   Final approval of the plans will not be issued until all required permits are on file. The City of Ypsilanti Building Department will not issue any building permits until after all permits have been received, and the construction plans have been approved.

   c. Phase III – Building Department Review
   Building permit applications shall be obtained from the Building Department. The Building Department will not issue permits until the plans are approved for construction and a preconstruction meeting has been held.

   d. Phase IV – Construction
   The fourth phase begins after all permits are received and the plans have been approved for construction by the City Engineer and the Building Department. The construction phase begins with a preconstruction meeting, and ends with final acceptance of the project by the City of Ypsilanti, YCUA, and the Building Department.

2. Additional review steps are needed for single-family condominium and subdivision reviews per the City of Ypsilanti Zoning Ordinance.

F. Engineering Requirements for Site Plans

1. The applicant must follow the procedures of the Planning and Development Department in order to achieve site plan approval. Information on the submission deadlines and procedures must be obtained from the P&D Department.
   http://cityofypsilanti.com/planning

   The site plan submission shall include the level of engineering detail necessary to demonstrate conformance with these standards will be possible. The checklist included in Appendix A outlines the level of detail necessary on the detailed engineering plan submission, not necessarily the engineering site plan submission. It is the applicant's responsibility to provide the appropriate level of detail necessary to illustrate how the engineering requirements will be met.

   For example, providing rough storm water detention calculations and identifying the detention pond location and approximate size would be suitable for site plan review. Detailed calculations and grading plans are necessary for engineering plan review and approval.

2. Special engineering design considerations may also be addressed at this time.

G. Engineering Requirements for Detailed Engineering Plans (Construction Plans)

The Detailed Engineering Plan Review process is outlined in Section II of this manual. A checklist outlining the information that needs to be included on a Detailed Engineering Plan submittal is included in Appendix A.

H. Permit Requirements

Prior to commencing construction the applicant must obtain all required permits.

1. Building Permit:
   Before any construction can begin, a building permit must be obtained from the City of Ypsilanti. This permit will not be issued until construction plans have been approved by the Building Department, Department of Public Services, the City Engineer, and the Fire Department.
   http://cityofypsilanti.com/Government/Departments/BuildingDepartment

2. Soil Erosion and Sediment Control Permit:
   Application and fee must be deposited with Washtenaw County. A permit from Washtenaw County for soil erosion is required **for all projects** before engineering plan approval.
   http://www.ewashtenaw.org/government/drain_commissioner/dc_websoilerosion

3. City Right-of-Way Procedures and Fees Schedule:

Anyone wishing to work in a City of Ypsilanti right-of-way must apply for and obtain an approval from the DPS. This includes, but is not limited to, driveway construction and reconstruction and private utility work.

4. Michigan Department of Environmental Quality (Water Main):

   Construction of a public water main requires a construction permit from the Michigan Department of Environmental Quality as well as the approval of the City of Ypsilanti and YCUA. Projects meeting certain criteria may also require approval from the Detroit Water & Sewerage Department. The proprietor will submit four (4) sets of plans and detail sheets, signed and sealed by the Michigan registered professional civil engineer responsible for the preparation of plans and specifications. A completed MDEQ permit application must also be submitted. In addition, a tabulation of water mains consisting of their size, location, type and length will be prepared by the applicant's engineer and submitted to the City.

   A current MDEQ permit application can be found at http://www.michigan.gov/deq/.

5. Michigan Department of Environmental Quality (Sanitary):

   Construction of public sanitary sewer requires a construction permit from the MDEQ as well as the approval of the City of Ypsilanti and YCUA. The applicant will submit three (3) sets of plans and specifications signed and sealed by a professional civil engineer registered in the State of Michigan. In addition, design flow computations for the proposed sewers and a tabulation of the capacities of the proposed sewers and the existing outfall sewer will be submitted by the proprietor's engineer, as well as two (2) copies of the completed MDEQ permit application. The City Engineer will send three (3) sets of plans to YCUA and request approval for an MDEQ permit.

   A current MDEQ permit application can be found at http://www.michigan.gov/deq/

6. Washtenaw County Road Commission (Roads)

   All work in roads under the jurisdiction of Washtenaw County requires a permit from the Washtenaw County Permit Engineering Section.

7. Office of the Washtenaw County Water Resources Commissioner, (Storm Drainage):

   a. Connections to County Drains and Sewers:

      A Washtenaw County construction permit is required for any connection to a County drain. A Certificate of outlet will be required (See Appendix D).

b. The City of Ypsilanti will require a certificate of outlet for all stormwater discharges. (See Appendix D).

8. Michigan Department of Environmental Quality (MDEQ) (Wetlands, Inland Lakes and Streams):

It is the developer's responsibility to obtain MDEQ permits as required under Part 303 (Wetland Protection Permit) and Part 301 (Inland Lakes and Streams Permit).

A current MDEQ permit application can be found at http://www.michigan.gov/deq/.

9. Other Permits:

Other agencies from which the developer may need a permit must be designated on the approved plan. These permits are the applicant's responsibility and will be required prior to construction. Other possible agencies include, but are not limited to:

Michigan Department of Environmental Quality – N.P.D.E.S.
Michigan Department of Transportation
Washtenaw County Health Department

I. Fees and Escrow Requirements

All escrows and fees must be submitted to the appropriate department prior to beginning any plan reviews. The fees and escrow amounts outlined in this document are for the City Engineer only. Additional fees from other City Departments and other permitting agencies may be required. The applicant is encouraged to contact the Planning and Development Department for a comprehensive schedule of City fees.

1. Engineering Site Plan Review Fee – paid to the Planning and Development Department
   a. This fee must be deposited with the P&D Department prior to site plan review. This fee is non-refundable and approval cannot be given without its receipt.
   b. Fees shall be paid in accordance with the Fee Schedule adopted by City Council.
   c. The initial fee covers two reviews. Additional reviews beyond the second review will require additional fees in accordance with the Fee Schedule.

2. Detailed Engineering Plan Review Fee – paid to the Planning and Development Department
   a. The fee will be calculated in accordance with the Fee Schedule adopted by City Council. The fee is calculated based on the total construction cost of the project. The total construction costs calculation shall include grading/earthwork, water main, sanitary sewer, pavement, storm sewers and underground detention / detention basins. Construction costs inside the building footprint shall not be included.
   b. An itemized, unit-cost cost estimate of the work activities listed above must be provided to the Planning and Development Department with the original engineering application and plan sets. This estimate must be signed and sealed by an engineer registered in the State of Michigan and must be approved by the City Engineer. The initial fee will be determined as a percentage of the estimate as detailed in the Fee Schedule. As part of the first review, the estimate will be reviewed for completeness and compared to average industry costs. If revisions to the estimate are required additional fees will apply.
   c. The original review fee covers three plan reviews. If additional reviews are necessary, the applicant must submit additional payment. Additional payments must be posted with the next submittal to the Planning and Development Department. The review process will be put on hold until this payment is received.
   d. All engineering reviews must be submitted to the Planning and Development Department for processing. The Planning and Development Department will forward plans to the City Engineer.

3. Soil Erosion Plan Review and Construction Observation Fee (Contact Washtenaw County).

4. Construction Observation Escrow – paid to the Planning and Development Department:
   The construction escrow must be deposited prior to construction to cover the costs of City Construction Observation. The fee is based on the construction cost of all water mains, sanitary sewers, storm sewers, earthwork, paving and sidewalks that require engineering Construction Observation. The construction cost will be defined as either the signed contract for the work or a sealed engineer's itemized estimate for the work approved by the City Engineer.

   The initial escrow amount will be determined as a percentage of the estimate as detailed in the Fee Schedule. The construction escrow will be placed in an account and any unused monies will be refunded. If the construction escrow is not sufficient to cover the project costs, an additional deposit shall be required prior to the acceptance of the infrastructure by the City or issuance of a final certificate of occupancy.

5. Building Permit Fee – paid to the Building Department (contact Building Department).

J. Insurance

1. The CONTRACTOR, prior to commencing work, shall provide at their own cost and expense the following insurance to the CITY in insurance companies licensed and/or approved in the State of Michigan, which insurance shall be evidenced by certificates and/or policies as determined by the CITY. All policies and certificates of insurance shall be approved by the City Manager of the CITY prior to the inception of any work.

2. Each certificate or policy shall require that, thirty days prior to cancellation or material change in the policies, notice thereof shall be given to the CITY by registered mail, return receipt requested, for all of the following stated insurance policies. All such notices shall name the CONTRACTOR and identify the contract number.

3. All property losses shall be made payable to and adjusted with the CITY.

4. In order to determine financial strength and reputation of insurance carriers, all companies providing the coverages required shall be licensed or approved by the Insurance Bureau of the State in which the work is performed and shall have a financial rating not lower than XI and a policyholder's service rating no lower than B+ as listed in A.M. Best's Key Rating Guide, current edition. Certificates of insurance shall note A.M. Best's Rating. Companies with ratings lower than B+:XI will be acceptable only upon written consent of the CITY.

5. All policies and certificates of insurance of the CONTRACTOR shall contain the following clauses:
   a. The clause "other insurance provision" in a policy in which the CITY is named as an insured, shall not apply to the CITY.
   b. The insurance companies issuing the policy or policies shall have no recourse against the CITY (including its agents and agencies as aforesaid) for payment of any premiums or for assessments under any form of policy.
   c. Any and all deductibles in the above described insurance policies shall be assumed by and be for the account of, and at the sole risk of, the CONTRACTOR.
   d. The CITY (at its option) shall be listed as an Additional Named Insured on the following insurance coverages provided by the CONTRACTOR.

6. The CONTRACTOR shall maintain at its own expense the following insurance:
   a. Worker's Compensation insurance with Michigan statutory limits and employers' liability insurance with minimum limits of $500,000 each accident.

b. General Liability insurance with a minimum limit of liability per occurrence of $1 Million Combined Single Limit (Bodily Injury/Property Damage), with no aggregate.
This insurance shall indicate on the Certificate of Insurance the following coverages:
(commercial general liability insurance) with limits of liability of not less than $1 Million ($1,000,000) per occurrence combined single limit, personal injury, bodily injury and property damage. Coverage shall include form general liability extensions or equivalent.
1) Premises - Operations
2) Independent Contractor and Subcontractors
3) Products and Completed Operations
4) Broad Form Contractual
5) Broad Form Liability Endorsement

c. Automobile Liability insurance with minimum limits of liability, per occurrence, of $1 Million Combined Single Limit (Bodily Injury/Property Damage) unless otherwise indicated in the "Special Conditions" of the Contract specifications. This insurance shall include for bodily injury and property damage the following coverages:
1) Owned automobiles
2) Hired automobiles
3) Non-owned automobiles

d. Protective Liability Insurance: Owners and Contractors. The CONTRACTOR shall provide the original and duplicate policy of insurance to the City Manager. This insurance contract shall name the CITY as the insured and remain in effect until the contract is accepted by the CITY.
The insurance shall provide minimum limits of liability per occurrence of $1 million ($1,000,000) Combined Single Limit. Said insurance shall provide that the term "Owner" or CITY shall be deemed to include all authorities, boards, bureaus, commissions, divisions, departments, districts and offices of the CITY and the individual members, employees and agents thereof, all elected and appointed officials and volunteers in their official capacities.

e. Construction Insurance: The CONTRACTOR at their own cost and expense shall provide and maintain the applicable construction insurance until the Contract is accepted by the CITY and/or its designee. This coverage shall be written for 100% of the completed value covering the CITY as the insured, with a deductible of not more than $1,000. The CONTRACTOR shall provide the original and duplicate policy to the CITY (unless the CITY shall accept, in lieu thereof, all contained endorsements including all applicable provisions and coverages).

f. Professional Services. CONTRACTOR shall provide professional liabilities (errors and omissions) insurance, with minimum limits of $1 Million ($1,000,000) each occurrence.

g. Disability Benefits: The CONTRACTOR shall provide proof of compliance with the Disability Benefits Law. (If applicable)

h. Additional insurance may be required on an individual basis for extra hazardous contracts and specific service agreements. If such additional

insurance is required for a specific contract, that requirement will be described in the "Special Conditions" of the contract specifications.

7. Certificate of Insurance; required language. The Certificate of Insurance obtained by the CONTRACTOR shall contain the following language: "The City of Ypsilanti, Michigan, its elected officials, officers, employees, boards, commission, authorities, voluntary associations, and any other units operating under the jurisdiction of the City and within appointment of its operating budget, including the City of Ypsilanti, are named as additional insured, and such coverage shall be considered to be the primary coverage rather than any policies and insurance or self insurance retention owned or maintained by the City of Ypsilanti."
Additional Named Insured under Owners and Contractors Protective Liability and Property Damage Insurance will include the City of Ypsilanti; the Ypsilanti City Council, jointly and individually, and all City of Ypsilanti employees; the YCUA Board of Commissioners, jointly and individually; all YCUA employees, agents, and consultants, individually.

K. Pre-Construction Meeting

Prior to construction of any improvements, a pre-construction meeting will be scheduled by the applicant through the City Engineer to discuss the various project requirements. Prior to scheduling a pre-construction meeting, items such as insurance binders and permits must be on file. The owner, design engineer, underground contractor, paving contractor, and any other interested parties shall attend. Building Department permits will not be issued until a preconstruction meeting has been held.

See Appendix A for pre-construction meeting guidelines.

L. Construction Observation

1. Full-time Construction Observation shall be required during the construction of subdivisions, private utilities within public right-of-way, site plan improvements and utility systems and roads located within the City. Such construction and improvements shall include, but not be limited to, water mains, sanitary sewers, storm sewers, storm water holding facilities, street paving, driveway pavements and pumping stations. Observation personnel shall be provided by the City or the City Engineer. All estimated costs to be incurred for services must be paid prior to the start of construction by the proprietor, owner or developer of the project to be constructed. All costs incurred by the City for observation shall be paid by the proprietor prior to final acceptance of the project by the City.

2. Three (3) working days' notice is required prior to beginning any work. Contact information will be provided to the owner and contractor at the preconstruction meeting.

3. It shall be the owner's responsibility to provide soil and material testing to ensure that all construction methods and materials meet requirements of these standards.

Such testing will be performed by a qualified testing laboratory or registered professional engineer acceptable to the City and/or the City Engineer. All testing shall be subject to the direction and review of the City Engineer.

4. Failure by the owner or their contractors or agents to strictly adhere to these standards, to use good engineering judgment during any phase of the work, or to conduct the work in accordance with the approved plans may cause the City or City Engineer to consider the work unacceptable.

5. Generally, one observer will be assigned to a particular project and will be responsible for that project until its completion. The contractor makes arrangements for day-to-day Construction Observation. Any interruption or moratorium on the flow of work may result in a re-assignment of that observer to another project and require the normal 3 working days' notice before work is resumed.

6. The DPS, YCUA, and City Engineer will perform a final inspection at completion of construction. No infrastructure will be accepted by YCUA or the DPS until all punch list items are complete. At the time of final inspection for all public improvements, the owner or their contractor will provide all necessary labor and equipment to allow the YCUA and DPS to inspect the system. See Project Completion/Final Acceptance guidelines later in this section.

M. Bonds

A Performance Bond must be provided to the P&D Department prior to the scheduling of a pre-construction meeting. The bond amount shall be 50% of the proposed site improvements including all utilities, paving, earthwork, and landscaping.

A two-year Maintenance and Guarantee Bond (see Appendix B), in an amount equal to 50% of the infrastructure constructed in the public right-of-way must be posted prior to final acceptance (e.g. drive apron, sidewalk, utility cut repair, etc).

YCUA requires a Maintenance and Guarantee Bond in an amount equal to 50% of the public utility infrastructure construction cost for a period of two years (e.g. public water main, public sanitary sewer) prior to final acceptance of the utilities.

N. Easements

The applicant shall provide YCUA and the City with necessary easements prior to final acceptance of infrastructure to allow maintenance of any water mains and/or sanitary sewers that are to be located on developed property and maintained by YCUA. The form of such easements shall be subject to approval of YCUA, the City Engineer and the City Attorney. Sample easements are included in Appendix C. Sufficient evidence of title shall be provided by the grantor along with the easement in the form of a policy of title insurance, acceptable to the City Attorney, to show that the grantor of the easement is the owner of the property. All parties having a legal interest in the property shall execute and

grant the easement. Water main easements shall be of a minimum 12-foot width. Sanitary sewer easements shall be of a minimum 20-foot width.

O. Project Completion/Final Acceptance

The following items must be completed before improvements are accepted by the City and a final Certificate of Occupancy is issued:

1. For public roads constructed as part of a subdivision or otherwise, the following shall apply: In no case will a partial acceptance of any street be made for maintenance.
   a. Quit Claim Deed and necessary easement documents recorded or final plat recorded.
   b. Approximately 80% of the homes constructed.
   c. Developer's engineer must issue certification letter to the P&D Department with a copy to the City Engineer that improvements have been made per the approved plan.
   d. Right-of-way restoration complete with vigorous growth within greenbelts.
   e. Public utilities within right-of-way accepted (see below).
   f. Storm sewers completely cleaned with soil erosion measures removed.
   g. Striping and signing complete.
   h. Releases provided from all other permit agencies.
   i. See items 2 – 8 below.

2. Final Inspection scheduled and completed by YCUA, the DPS, P&D, and City Engineer with all punch list items addressed.

3. Project acceptance by Building and Fire Department.

4. Two year Maintenance and Guarantee Bond for 50% of constructed value, submitted for all new infrastructure (see Appendix B). Bonds provided for City of Ypsilanti and YCUA as detailed in Section I.M.

5. All easement documents must be submitted to the DPS for review prior to recording (see Appendix C).

6. Public sanitary sewer and public storm sewer must be taped, reviewed and approved by YCUA and the DPS.

7. Record plans must be submitted to the City Engineer for review and approval. Upon approval, final record plans must be submitted in electronic form (see Appendix A).

8. Site Grading/Setback Certification submitted by the developer's engineer (see Appendix D).

9. Certificate of Outlet submitted by the developer's engineer (see Appendix D)

10. Any outstanding fees must be paid.

II. General Requirements for Engineering Reviews

A. General Procedures

1. Prior to the issuance of a building permit, the plans must first receive approval from the Building Department, Planning and Development Department, Planning Commission, City Engineer, and Washtenaw County (if applicable).

2. A minimum of two (2) complete sets of site engineering plans will be required, depending on the various agencies influenced by the proposed development. The plans will be received at the Planning and Development Department, One S. Huron Street, Ypsilanti, Michigan, 48197. All plans must be signed and sealed by an engineer registered to practice in the State of Michigan.

3. Two (2) copies of a detailed, itemized construction cost estimate for all earthwork, water main, sanitary sewer, paving and drainage improvements must be submitted to the P&D Department at the time of plan submittal. The estimate must be signed and sealed by an engineer registered to practice in the State of Michigan.

4. On all projects for which phasing of construction is intended, a separate plan sheet shall be included in the construction drawings which breaks down all improvement quantities by item; items shall include sidewalks, storm sewer, landscaping, pavement base and wearing courses, and utilities for each phase. Such phasing limits shall match those approved by the City Planning Commission.

5. The P&D Department will forward the plans to all other concerned departments (DPS, Fire Department, etc) that may have jurisdiction over a certain phase or area of the site. The review comments of these other departments will need to be addressed by the developer as a part of the review process.

6. After completing the review, the City Engineer may return one set of plans to the design engineer with revisions and/or corrections noted on the plans. Directions will be given at that time as to how many plans must be resubmitted.

7. The plans will be reviewed again and revisions must be made as required.

8. Prior to engineering plan approval, all permits and storm water agreements must be forwarded to the City Engineer.

9. Upon Engineering, DPS, and Fire Department approval, notification will be given to the Building Department that the site-engineering plan is approved. An approved plan will be returned to the Building Department, the DPS and owner.

10. Partial approvals will generally not be given. All revisions on all elements of the project must be made prior to engineering approvals.

11. Approval will not be given until all required fees have been deposited.

B. General Plan Requirements

1. Construction cost estimate shall be submitted with plans. The estimate shall be sealed by the design engineer. City Engineer will review estimate.

2. Submittal on 24" x 36" white paper having blue or black lines with a minimum horizontal scale of 1" = 50' and vertical of 1" = 5'. Other acceptable scales are 1" = 20', 1" = 30' and 1"= 40'.

3. General plan scaled at 1" = 100' or 1" = 200' when size of site prohibits a single plan sheet. Show street names, units, utilities, pavement, site dimensions, phase lines, lot lines and lot numbers.

4. Location map showing section number and major thoroughfares, drawn with appropriate scale not greater than 1" = 100' nor smaller than 1" = 2000'.

5. Lot number, parcel dimensions and adjoining rights-of-way.

6. Plans must be prepared under, and signed and sealed by, a professional engineer registered in the State of Michigan. All correspondence concerning the design of the site will be directed to the engineer whose seal appears on the plan.

7. Title sheet showing:
   a. Project title
   b. Location map
   c. Index of plan sheets
   d. Symbol legend
   e. Plan completion date with most recent revision dates
   f. Name, address and phone number of engineer and the owner, and affected permitting agencies

8. Legal description of property that closes within acceptable limits.

9. Setbacks and building separations noted in accordance with zoning requirements.

10. Striping plan for parking lot areas in accordance with zoning requirements.

11. Walls or berms must be shown in cross-section. Walls separating a grade differential of more than 18" are considered retaining walls and require a structural engineering design and review. Design Engineer must supply calculations with engineering plan submittal.

12. The storm sewer, sanitary sewer and water main shall be shown on the same plan view.

13. Title block for each sheet.

14. Include landscape plans. Plantings must not interfere with utilities.

15. Adequate space must be provided to allow for turning movements of vehicles including trucks and fire engines.

16. North arrow, scale, and MISS DIG notice on all sheets.

17. Concrete pads provided for trash dumpsters.

18. Utilities must be a minimum of 10’ from buildings.

19. Proposed locations of gas, electric, cable, phone, etc. must be shown on the plans. These must be located in rear yards on residential sites.

20. If final site plan is approved prior to engineering approval and changes are made to easements, right-of-way., etc., the final site plan and master deed will need to be revised.

III. Soil Erosion

A. Sites Requiring Permits

1. All sites shall follow Washtenaw County Soil Erosion and Sedimentation Control procedures.

B. Intent of Permit

1. The intent of this requirement is to ensure that no silt or sediment enters the public stream or watercourses. This is accomplished through means of silt fences, filters, diversions, etc.

C. Plan Requirements

1. The Office of the Washtenaw County Water Resources Commissioner is responsible for soil erosion permitting and inspection. Current information, including permit application packages, can be found on their website at http://www.ewashtenaw.org/government/drain_commissioner/dc_websoilerosion

D. Construction Observation

1. Construction Observation will be made periodically by Washtenaw County throughout construction on the maintenance and effectiveness of soil erosion control methods.

2. If Construction Observation reveals that the controls are not being implemented, a cease and desist order on all site construction may be issued.

IV. Topography

A. General

1. A complete topographical survey is required for all sites. Existing off-site elevations must be given at a minimum of 50' and 100' outside the entire perimeter of the site. Grades will be indicated at all property corners and along all property lines. On-site, intermittent elevations or defined contours are required to establish the existing site drainage.

2. All existing conditions will be indicated. Locations and elevations must be given on the following:
   a. Existing drainage courses, ditches and culverts.
   b. Sidewalks.
   c. Finished grades of all adjacent buildings.
   d. All easements.
   e. Trees.

3. Show existing utilities (invert and casting elevations), gas main, electric lines, phone lines, cable lines, and power poles.

4. Two USGS NGVD 29 benchmarks are required. All elevations shown on plan must be to USGS datum.

5. Road topography will extend across the entire site with grades shown on both sides of the street for:
   a. Property line.
   b. Ditch centerline.
   c. Top of bank.
   d. Edge of shoulder.
   e. Edge of pavement or top of curb.
   f. Crown or centerline.
   g. Existing and proposed right-of-way, per the Master Plan.

6. Property lines must be indicated by distances and bearings where applicable.

7. Existing and proposed rights-of-way of adjacent roads must be indicated.

V. Grading

A. General

1. All proposed developments shall be graded such that storm water runoff shall be intercepted within the boundaries of the site and conducted through a storm sewer system to an approved point of discharge. Open drainage ditches may be approved only where storm sewer systems are not feasible, as determined by the engineer.

2. No storm water runoff from developed property shall flow onto the adjacent lands of others. Filling and grading shall not create a barrier causing entrapment of water on the adjacent lands of others.

3. The developer shall provide for overland flow of storm water from adjacent properties where the existing off-site land slopes to the site. The amount of runoff to be provided for from off-site lands shall be at least equal to the amount of runoff from the land in the undeveloped state.

4. Each single-family lot shall be graded to drain away from the house to swales constructed along the lot lines. Swales shall discharge to a catch basin, roadway gutter, or other approved drainage course.

5. Grading plans shall take into account the desirable natural features and the character of the land, which must be preserved where possible.

6. No filling will be allowed in any areas of land within a proposed subdivision or other type of development which lie either wholly or in part within the flood plain of a river, stream, creek, or lake unless under the terms of a permit granted by the MDEQ.

7. Trees and stumps (removed due to grading operations), excess topsoil, surplus materials, construction debris, etc., shall be removed from the site and properly disposed of.

8. Elevation representing the brick ledge, finished grade, and the first floor grade must be indicated.

9. Proposed grading shall meet abutting property line elevations. Differentials in grade must incorporate a minimum four horizontal to one vertical scope to the abutting property line.

10. Any wall separating a differential grade of more than 18" shall be considered a retaining structure and will require a structural engineering design and review.

11. Asphalt surface parking lots and roadways shall be graded to a minimum 1% slope, 1' per 100', except where concrete curb and gutters are to be provided. Where concrete curb and gutters are to be used, the transverse slope to the gutter

shall be a minimum of 1% for parking lots and 1/4" per foot for roadway crowns. Longitudinal gutter grades shall be a minimum of 0.5%. In general, pavement grades shall not exceed 6%.

12. All areas within 25' of buildings shall slope away from the building at a minimum slope of 2%. All other areas shall have a minimum of 1% slope.

13. All lawn or landscaped areas shall drain to parking lots or swales.

14. Catch basins shall be placed at all low points in parking lots and swales.

VI. Paving

A. General:

1. All paving shall conform to the current standards and specifications of the Washtenaw County Road Commission, MDOT Standard Specifications for Construction (current edition), and the City of Ypsilanti, as applicable. "Permeable pavements" are allowed.

2. Any road improvements in Washtenaw County right-of-way are subject to the review and approval of Washtenaw County. A permit must be secured for construction.

3. Any road improvements in MDOT right-of-way are subject to the review and approval of MDOT. A permit must be secured for construction.

4. The Washtenaw County Road Commission standard paving detail sheets shall accompany construction plans where required.

5. Construction of new or reconstructed driveways connecting to an existing county or state roadway shall be allowed only after an approved permit has been secured from the agency having jurisdiction over said roadway.

6. Cross-sections of all proposed pavement must be shown on the plans. All cross sections must be engineered based on soil conditions and expected passenger and commercial traffic volumes. Cross sections will be reviewed and approved on a case-by-case basis.

7. The minimum surface grade for asphalt paving shall be 1%. The minimum surface grade for concrete paving shall be 0.5%. In general, pavement grades shall not exceed 6%.

8. Concrete curb and gutter shall be required around all private paving. Wheel stops may be substituted for curb for the parking stalls only. Asphalt curbs are not allowed.

9. Underground storm sewers shall be installed with all paving that requires concrete curbs and gutter.

10. Where pavements are to be constructed over clay soils or other poorly drained soils and a granular sub-base is used, an approved sub-drainage system shall be installed. Edge drains will generally be required for all roads.

11. Design standards of Washtenaw County Road Commission shall apply for horizontal and vertical alignment of all roadways.

12. Soil borings must be taken and analyzed by a professional engineering firm, qualified to do such work, at the locations of all proposed public roads. Copies of the report must be submitted to the County and the City Engineer. It is recommended that soils investigations be done and a report prepared for all areas where pavement is proposed.

13. Sufficient proposed grades must be shown on the plan to clearly demonstrate the drainage patterns.

14. Parking spaces, maneuvering lanes, and driveways shall conform in size and configuration to City ordinances.

15. The minimum requirements that follow are based on adequate sub-grade, sub-grade drainage and average live loads. Each site must be examined individually and additional pavement thickness and/or base requirements may be necessary.

B. Public Roads:

1. Public roads under Washtenaw County jurisdiction must conform to Washtenaw County Road Commission standards. Plans must be reviewed by Washtenaw County Road Commission. A permit must be obtained from Washtenaw County Road Commission for construction.

2. Public roads under the City of Ypsilanti jurisdiction must also conform to Washtenaw County Road Commission standards. Plans must be reviewed by the DPS and the City Engineer. Approval must be granted by the City Engineer and a permit must be obtained from the DPS.

C. Private Roads:

Private Roads must conform to the following minimum requirements:

1. Sub-Grade Requirements:

    a. A 6" compacted thickness of MDOT Class II granular material shall be placed under all pavements except where existing soils consist of approved granular materials.

    b. A minimum of 6" of MDOT 21AA aggregate base must be placed under concrete pavement sections.

2. All pavement surfaces must be supported upon a prepared sub-grade that has been compacted to at least 95% of maximum unit weight in accordance with MDOT standards. When unstable sub-grade materials, i.e., peat, muck, marl, wet clays, etc., are encountered, excavation and removal of such unstable materials and replacement to plan sub-grade with approved materials compacted in place

shall be required. Approved materials shall include crushed stone, gravel, coarse sand, or other materials approved by the City Engineer.

3. Should it be found that the excavation, removal and replacement of unstable sub-grade material is impractical due to excessive depths, alternate pavement structure designs must be submitted to and approved by the City Engineer prior to pavement installation.

D. Parking Lot Pavements (Non-industrial):

1. Asphalt pavement cross section shall be placed on suitable granular soil sub-base. 6" compacted thickness of MDOT granular material Class II shall be placed except where existing soils consist of approved granular material. Pavement cross section shall be a minimum of 3" HMA on 8" 21AA.

2. Concrete pavement cross section shall be a minimum of 6" thick plain concrete pavement; MDOT Spec. 7.01; mixture 35P with 8" granular sub-base.

3. All parking spaces and isles shall conform to Article XIII of the Zoning Ordinance.

E. Industrial Parking Lots:

1. Parking lots for industrial uses will be reviewed on an individual basis with consideration given to intended use, type and volume of traffic, and subsoil data furnished by the developer. The applicant must submit pavement design criteria along with basis of design to be reviewed by the City Engineer. In no case shall the minimum design standards be less than those outlined here for non-industrial parking lots.

F. Sidewalks:

1. Sidewalks are required along all frontage. They shall be located in the right-of-way, 1' from the ultimate right-of-way line.

2. The walk shall be 5' wide constructed of 4" of Portland Cement concrete on compacted porous sub-grade. The walk must be continued through driveway sections where it shall be increased in thickness to 8" on major thoroughfares and collector roads and 6" in all other instances. Curbs must be tapered to meet the walk. Cross slopes on the sidewalk shall be 1/4" per foot maximum toward the street.

3. Proposed grades must be indicated along the property line, driveways, and intermittent locations along the length of the walk.

4. Any structures, hydrants, poles, etc., that are existing along the alignment of the

walk, must be adjusted or relocated at the expense and coordination of the developer.

5. All sidewalk construction shall be in accordance with Americans with Disabilities Act requirements, including 28 CFR section 35.151 and 28 CFR part 36 App. A, the ADAAG. The project, to the maximum extent feasible, shall be performed in such a manner that the facility is readily accessible to and usable by individuals with disabilities.

G. Driveways:

Residential driveways shall conform to Article XIII Section 122.833 of the Zoning Ordinance.

1. Residential Driveways, (Single Family):

    a. The drive apron shall be 6” concrete over a 6" compacted 21AA aggregate base course. Approval from the Planning Commission and the City Engineer are required for bituminous drive aprons.

    b. Concrete driveways must be 6" thick from the back of curb to the property line and a nominal 4" thick beyond the property line on private property. Concrete shall conform to MDOT 7.01, Grade 35P.

    c. Bituminous driveways shall consist of a minimum compacted thickness of 3" (two equal lifts) of bituminous pavement placed over a 6" compacted 21AA aggregate base course. The bituminous mixture shall be an MDOT mix approved by the City Engineer.

    d. The driveway cannot be located closer than 2' from the property line.

    e. The driveway approach at the roadway edge cannot extend beyond the property line extended, thereby creating an encumbrance across the frontage of the adjacent properties.

2. Commercial and Industrial Drives

    a. Commercial and Industrial Drives will be reviewed on a case by case basis.

    b. Cross section and geometric requirements will be dictated by the expected vehicle size and weight.

VII. Storm Sewer and Detention Basin

A. General

1. All construction must conform to the current standards and specifications of the City of Ypsilanti, Washtenaw County, Michigan Department of Environmental Quality (MDEQ) or Michigan Department of Transportation as jurisdiction applies. The following watersheds will be under the review of MDEQ due to thermal/environmental sensitivity: Paint Creek.

2. **The use of Low Impact Designs (LIDs) and Best Management Practices (BMP's) to manage storm water are highly encouraged.** Washtenaw County Standards shall be followed when implementing low impact design techniques: http://www.ewashtenaw.org/government/drain_commissioner/dc_webPermits_DesignStandards/dc_lid

3. Where construction of storm sewer is proposed, the Ypsilanti City standard storm sewer detail sheets must accompany the plans, depending upon jurisdictional responsibilities.

4. Underground drainage facilities will generally be required. All run-off on-site must be accommodated and discharged in a controlled manner. The minimum on-site pipe size is 12". All public systems shall have a minimum pipe size of 12".

5. Sump pump discharge must be directed into the storm sewer via an enclosed system. A minimum of 4" pipe shall be utilized and will also be allowed to discharge unrestricted.

6. Depth of sewer: The minimum allowable coverage over pipe is 2.5'. Where possible, the minimum cover shall be 4'.

7. A certificate of outlet will be required for each discharge.

8. Capital improvement and stormwater services charges will be assessed as defined in Chapter 42 of the Code of Ordinance of the City of Ypsilanti and set forth by resolution of the Ypsilanti City Council.

B. Structure

1. Inlets at the upstream end of the system shall be a minimum of 24" in diameter. Catch basins with an inlet pipe shall have a minimum diameter of 48". All manholes and public catch basins shall be a minimum of 48" in diameter. All structures must be a minimum of 4' deep.

2. The first structure upstream from a public system within the confines of the private development shall be 48" in diameter and have a 24" sump.

3. Manholes shall be located at:

a. All changes in alignment.

b. Points where the sewer changes size.

c. Points where the grade changes.

d. Junction of sewer lines.

4. The maximum distance between manholes shall be 300' for sewers 30" diameter and smaller; 400’ for 36" diameter; and 600' for diameters greater than 36".

5. Catch basins shall be located as follows:

a. 5' away from the end of radius.

b. At all low points.

c. No more than 150' of street drainage will be allowed to flow around a corner.

d. A relief basin will be required at the highest end of radius where drainage is required to cross an intersection longitudinally.

e. At intermediate points along the street, the maximum distance drainage will be allowed to flow is 600'. The maximum street drainage into a basin is 800', (from two directions).

f. Where longitudinal grade exceeds 1000', a double inlet structure will be required at the low point.

C. Storm Sewer Design

1. Storm sewers shall be designed using the Manning Equation for pipes flowing full.

2. Runoff shall be determined using the Rational Method with an intensity formula of:

a. $I = 175 \div (T+25)$. The initial time of concentration (T) shall generally be 20 minutes maximum.

3. Storm sewer design computations must be submitted for review. The velocity shall be a minimum of 2.5 fps and shall not exceed 10 fps.

4. The minimum and general maximum gradients in percent slope for each size pipe listed shall be as follows:

Pipe Diameter	Minimum Slope	Maximum Slope
12"	0.34	4.8
15"	0.26	3.6
18"	0.2	2.6
21"	0.16	2.2
24"	0.14	1.8
27"	0.12	1.5
30"	0.1	1.3
36"	0.08	1
42"	0.06	0.8
48"	0.05	0.7

5. The 10-year design storm hydraulic gradient must be maintained within the pipe wherever possible and shall be shown on the storm sewer profile. It must be a minimum of 2' below the top of all inlet structures.

6. The 100-year storm flood plain elevation contours must be shown on the plans, and the source of the information shall be included.

7. Run-off coefficient can be determined for each individual drainage area and calculations for each drainage area must be submitted as part of the design computations.

8. Along with the storm sewer design computations, the design engineer must submit a storm district map showing all drainage districts within the development. The district limits must be overlaid on a proposed grading plan for the site.

9. All upstream drainage must be accommodated on-site. Allowances for upstream area must be based on ultimate improvements and run-off.

10. Discharge must not be diverted onto abutting properties. The outlet must be in accordance with the existing natural drainage courses in the area.

11. Footing drains shall be discharged by means of sump pumps connected by underground piping to a storm sewer.

12. For new subdivisions and site condominiums, storm sewers shall be extended where required to provide an outlet for sump pump lines for all lots. Exceptions to this rule may be permitted where soils and hydrology studies demonstrate that sump pumps discharging to the ground surface will not cause a drainage problem for the prospective homeowner or the adjacent lot owners.

13. Sump pump discharge lines shall not discharge directly to street gutters.

D. Plan and Profile:

1. All public storm sewers must be shown in profile. For developments larger than one acre the private sewer must also be shown in profile.

2. The following must be shown in profile:

   a. Length of run between manholes and catch basins.

   b. Type and class of pipe between manholes and catch basins.

   c. Size and grade of sewer between manholes.

   d. Top of casting elevations.

   e. Inverts of all pipes at manholes.

   f. Proposed and existing ground elevations along the route of the sewer.

   g. Progressive numbering system on all manholes and catch basins.

   h. All utility crossings.

   i. Special backfill areas.

   j. Hydraulic gradient for the 10-year design storm.

E. Taps

1. Connections must be made at manholes. Blind taps are not allowed.

F. Detention

1. Any site development must detain the increased run-off on-site. Acceptable means of detention can be achieved through oversize storm pipes or a separate detention basin. Either of these designs may be utilized to achieve the required detention.

2. Reduced detention requirements may be appropriate if a site has a direct discharge to the Huron River. These cases will be reviewed and discussed with the applicant during the site plan review processes. All sites are required to meet water quality standards prior to discharge, including first flush treatment.

3. Storage of water in parking lots will be reviewed on a “case by case” basis but is generally discouraged. Where allowed, that maximum allowable depth is 4".

4. Sufficient detention volume must be provided so that the allowable discharge rate during the design storm is not exceeded.

5. Discharge must be throttled to a restricted rate.

6. The basin must be constructed to drain entirely unless designed to retain a permanent water level that conforms to the aesthetics of a landscape plan relating to the surrounding landscape.

7. The bottom of the dry basin must be permanently stabilized with maintainable densely rooted turf.

8. A minimum of 12" of freeboard must be maintained with a positive, non-erodible overflow capable of handling the capacity of a 100-year storm.

9. Minimum grade on the bottom of the retention basin shall be 1%.

10. A maintenance agreement shall be required for all detention basins.

11. Design Criteria:

    a. The outfall from retention basins shall be designed to operate by gravity. Where this is not possible, mechanical pumping is permissible, and such facilities are subject to the review and approval of the City DPS.

    b. Mechanical lift stations for detention basin discharge shall be designed with a minimum of two pumps, each rated at the allowable discharge rate and provided with an automatic control system to operate the pumps on alternating periodic cycles. The pump control system shall also contain a manual override control. The developer shall furnish all design data on the pumps and discharge force main. The developer shall also include calculations and pump performance curves.

    c. The allowable discharge must be determined by one of the following: (In no case shall it be more than 0.15 cfs. per acre)

        1) Discharge approved by agency having jurisdiction over outlet, i.e. Washtenaw County Office of the Water Resources Commissioner; (approval must be submitted).

        2) S.C.S. Technical Release No. 55 "Urban Hydrology for Small Water Sheds"; (calculations must be provided).

        3) Allowable flows for which the outlet was designed, (previous calculations must be submitted).

d. The storage volume required shall be equal to, or greater than, the volume computed for a 100-year frequency storm according to the formulas provided by Washtenaw County Office of the Water Resources Commissioner.

e. Any volume of water provided below invert of the gravity outfall pipe will not be considered as usable detention capacity.

f. The formula for an orifice discharge is $Q = 0.62\ a \sqrt{2\ gh}$

G. Retention

1. Retention basins will only be considered in cases where no other positive outlet for storm water runoff is available. Retention basins with no outlet will be capable of storing two consecutive one hundred year storm events, which can be determined by:

$$V = 2 \times 16{,}500 \times A \times C$$

2. The proposed storage volume of the retention basin will be based on the total amount of contributing acreage, including all off-site areas that flow onto the property.

3. The applicant must submit soil-boring logs, taken within the basin area to a depth of twenty-five (25) feet below the existing ground or twenty (20) feet below the proposed basin bottom elevation.

4. The ground water elevation must be below the bottom of the basin.

5. A minimum of 12" of freeboard must be maintained with a positive, non-erodible overflow capable of handling a 100-year storm.

H. Public Storm Sewer

1. All public storm sewers must be located in a public right-of-way or an easement. Standard easement forms are available in Appendix C. The easement size will vary as required for maintenance and access. The minimum storm sewer easement shall be 12'. The dedication of the easement will be required prior to City acceptance of the system for continuous maintenance and service.

2. Any storm sewer that accepts runoff from abutting property or public right-of-way must be placed in a minimum 12' storm sewer easement.

I. Materials: Storm Sewer

1. Sewer Pipe:

a. Concrete Pipe: Storm sewer pipe shall conform to the current ASTM "Tentative Specifications for Reinforced Concrete Culvert, Storm Drain

and Sewer Pipe", ASTM C-76 for circular pipe, or C-507 for horizontal elliptical pipe, latest revision. If other materials are proposed for use, the proprietor shall furnish the load carrying design analysis for the pipe for the proposed depth conditions.

b. Plastic Pipe: Plastic pipe will be allowed only in areas outside the influence of paved surfaces. The pipe must be High Density Corrugated Polyethylene (HDPE) with a smooth interior. It must conform to AASHTO M294-Type S.

2. Pipe Joints: Pipe joints shall conform to one of the following requirements:

a. Modified Grooved Tongue (MGT), pipe shall have a rubber gasket snapped into a groove cast into the tongue. The modified groove or bell end of the pipe shall be made smooth and shall have not over a 3 degree slope for sizes 10" - 24", or a 2 degree slope for sizes 27" - 108", tapered to fit the rubber gasket to tolerances as determined by the gasket manufacturer. MGT joints shall be lubricated and coupled in accordance with the pipe manufacturer's printed instructions.

b. Rubber gasket joints shall be in accordance with the Tentative Specification for "Joints for Circular Concrete Sewer and Culvert Pipe, Using Flexible, Watertight, Rubber Type Gaskets", ASTM Designation: C-443, latest revision. Rubber gasket joints shall be lubricated and coupled in accordance with pipe manufacturer's printed instructions.

3. Manholes:

a. Manholes shall be constructed of concrete block or pre-cast reinforced concrete sections in accordance with the City of Ypsilanti standard details in accordance with jurisdictional responsibilities.

b. Pre-cast reinforced concrete manhole sections shall conform to the requirements of the ASTM "Tentative Specifications for Precast Reinforced Concrete Manhole Risers and Tops", ASTM Designation C-478, latest revision. Wall thickness shall depend on depth and shall be subject to the approval of the City engineer.

c. Brick for casting adjustment or concrete block for manhole inlet and catch basin construction shall conform to the requirements of the MDOT "Standard Specifications for Road and Bridge Construction", Section 5.14.03, latest revision. Wall thickness shall depend on depth and shall be subject to the approval of the City engineer.

d. Precast manhole joints shall be as described in Section H, Item 2 of this chapter.

e. A minimum of three or a maximum of five courses of brick shall be placed above the top of the cone section on all pre-cast or block manholes.

f. Manhole covers and frames shall be East Jordan Iron Works #1010, #1000, or approved equal, (see standard detail sheets).

4. Catch Basins:

a. Catch basins shall be constructed of brick, pre-cast manhole blocks, or pre-cast reinforced concrete manhole sections, in accordance with the Municipal standard details.

b. Catch basin and inlet frame and covers shall be EJIW No. 5080 or equivalent when located in pavement edge or gutter line.

c. Catch basin and inlet frame and covers shall be EJIW No. 1010 Type M cover or equivalent when located in paved areas other than edge gutter line.

d. Catch basin and inlet frame and covers shall be EJIW No. 1000 with Type N or Type M cover or equivalent when located in yard areas.

VIII. Water Main

A. Per YCUA Standards

IX. Sanitary Sewer

A. Per YCUA Standards

Appendix A

Engineering Plan Checklist

***Site Plan Submission Requirements Available from the Planning and Development Department**

General Requirements

[ ] 1. Submitted on 24" x 36" paper with a minimum horizontal scale of 1" = 50' and vertical of 1" = 5'. Oversize plans will not be accepted.

[ ] 2. General plan at 1" = 100' or 1" = 200' when size of site prohibits a single plan sheet. Show street names, units, utilities, pavement, site dimensions, phase lines.

[ ] 3. Plan completion date with most recent revision date.

[ ] 4. Location map showing section number and major thoroughfares.

[ ] 5. Lot number, parcel dimensions and adjoining rights-of-way (existing and proposed) clearly shown.

[ ] 6. Professional engineer seal (State of Michigan) for all site civil drawings.

[ ] 7. Name, address and phone number of engineer, architect and the owner.

[ ] 8. Title block, scale and north arrow for each sheet.

[ ] 9. Legal description of property that closes within acceptable limits. Provide legal description of R.O.W. dedication, if applicable. Confirm lot and right-of-way consistent with current Tax I.D. Maps and future Right-of-Way Map.

[ ] 10. Striping plan for parking lot.

[ ] 11. Loading spaces indicated.

[ ] 12. Building use indicated and other uses of property including any outdoor storage areas.

[ ] 13. Traffic study may be required. City Engineer to determine need during review of plans.

[ ] 14. Separate landscape plan. Verify no trees in existing or proposed public easements.

[ ] 15. Underground utilities shall not be located closer than 10' from any building or structure.

[ ] 16. For residential sites, all private utilities (i.e. gas, electric, etc.) shall be placed in backyards. A note shall be added to the site plan.

[ ] 17. Phasing limits shall be clearly identified on the plans.

[ ] 18. Truck circulation plan provided with turning movements shown for the largest vehicle.

[ ] 19. For residential or multi-unit development, a Development Agreement/Association/Master Deed document with "Exhibit B" must be submitted with maintenance outlined for all improvements, including public road acceptance.

Topographical Survey

[ ] 20. A separate current existing conditions and topography plan sheet shall be submitted, sealed by a Professional Surveyor or Engineer licensed to practice in the State of Michigan.

[ ] 21. Indicate USGS NGVD 29 benchmarks (minimum of two).

[ ] 22. Property lines shown by bearing and distance (Lines to match legal description).

[ ] 23. Existing off-site elevations at a minimum of 50' and 100' around the property. Elevations at property corners and along property lines and sufficient on-site elevations or contours to establish site drainage.

[ ] 24. Show existing conditions; ditches, culverts, utilities (invert and casting elevations), sidewalks, power poles, easements, and finish grade of adjacent buildings.

[ ] 25. Show the locations of all existing gas, electric, cable and telephone lines.

[ ] 26. Indicate the zoning of all adjacent parcels.

[ ] 27. Show existing adjacent roads with both existing right-of-way and future right-of-way per the master plan. Grades must be shown at ditch centerline, top of bank, edge of shoulder, edge of pavement (or top of curb) and pavement centerline. Grades must be shown on both sides of road.

[ ] 28. Limits of existing wetlands, regulated or unregulated, shall be shown and any impacts indicated and quantified. If none are located within the influence of the site a note shall be added on the plans.

[ ] 29. In accordance with the Huron Watershed Council, the natural drainage pattern of land shall not be altered in any way that might cause adverse effects to existing wetlands.

[ ] 30. County drains identified by name with easements shown. "Natural Drainage Courses" also identified (MDEQ jurisdiction).

Water Main

[ ] 31. Review and approval from YCUA is require for all water system improvement work, both public and private.

[ ] 32. Public water main shall be located in a greenbelt whenever feasible including new gate wells or boxes. In the event that the majority of public main is proposed under pavement, a note shall be added to the plan indicating it's the property owner's responsibility for any pavement repairs as a result of public utility maintenance.

[ ] 33. Minimum size water main is 8". Maximum dead-end main lengths are: 40' for 6" fire hydrant lead; 600' for 8" main; 1,000' for 12" main all originating from water main of equal or greater size. Loop mains if these minimums cannot be met, with a gate valve and well provided between the two connection points.

[ ] 34. All dead end mains must end with a flushing hydrant then a gate valve and well.

[ ] 35. Water main shall extend to adjacent properties as necessary to facilitate future development.

[ ] 36. Show water service and size. No private services allowed from 6" hydrant lead or water main larger than 24" in diameter.

[ ] 37. A 10' horizontal separation must be maintained between the water main and sanitary or storm sewers.

[ ] 38. Minimum 12' wide public easement must be shown on the plans. Permanent structures of any type, including but not limited to, trees, light poles, drainage structures, etc. will not be allowed within the influence of public easements. Verify against landscape plan.

[ ] 39. Valve spacing:

In the event of a breakage; three valves to isolate break, four maximum, no more than two hydrants out of service, no more than 24 single-family units or 30 multiple units out of service. Gate valve shall be placed near intersections wherever practical.

[ ] 40. Hydrant spacing: Maximum of 500' or as determined by Fire Department.

[ ] 41. No parking within a 15' radius of a hydrant.

[ ] 42. Water main pipe material shall be shown.

[ ] 43. For new developments with proposed cul-de-sacs, water main shall be extended around the entire cul-de-sac to facilitate service taps.

[ ] 44. Any public water main proposed on adjacent properties will require a public easement. A letter of understanding with sketch shall be provided from the adjacent owner prior to site plan approval.

Sanitary Sewer

[ ] 45. Review and approval from YCUA is required for all sanitary sewer work, both public and private.

[ ] 46. Verify that existing sanitary system has capacity to handle the new sanitary flow.

[ ] 47. Public sanitary sewer shall be located in a greenbelt whenever feasible including new manholes. If any public sewer is proposed under pavement, a note shall be added to the plan indicating it's the property owner's responsibility for any pavement repairs as a result of public utility maintenance.

[ ] 48. Sanitary sewer shall extend to adjacent properties as necessary to facilitate future development. Adequate depth must be provided for service area.

[ ] 49. Minimum 20' wide, public easement must be shown on the plans. Wider easement may be required based on depth of sewer. Permanent structures of any type, including but not limited to, trees, light poles, drainage structures, etc. will not be allowed within influence of public sewer easement. Verify against landscape plan.

[ ] 50. Pump stations/lift stations will not be accepted unless there is no other feasible alternative. If a pump station is proposed, special language and requirements will be needed in the Development Agreement and on plans. The owner or Association is responsible for all monthly utility bills (e.g. electric, phone).

[ ] 51. Show building lead size and location.

[ ] 52. Provide minimum of 10' of separation from other utilities.

[ ] 53. Sanitary sewer pipe material shall be shown.

[ ] 54. Any public sanitary sewer proposed on adjacent properties will require a public easement. A letter of understanding with sketch shall be provided from the adjacent owner prior to site plan approval.

Storm Sewer

[ ] 55. Underground storm sewer systems are required for new developments (12" minimum diameter). Private easements indicated as necessary.

[ ] 56. Proposed collection points, system layout, sizes and outlets must be shown on the site plan. Also show preliminary invert and rim elevations.

[ ] 57. Pump stations will not be accepted unless there is no other feasible alternative. Pump stations must be labeled as private with easements indicated and appropriate maintenance language in the Development Agreement/Association/Master Deed documents. Utility bills and maintenance costs are the responsibility of the developer and/or association.

[ ] 58. If connecting to an existing system, provide calculations showing capacity of existing system based on as-built information.

[ ] 59. All sump pump drains shall be indicated and must connect to a storm structure.

[ ] 60. Minimum 2.5' of cover over system.

[ ] 61. Storm sewer pipe material shall be shown.

[ ] 62. Upstream/offsite drainage must be accommodated.

Detention

[ ] 63. Supply preliminary calculations for site plan review per the Rules of the Washtenaw County Water Resources Commissioner latest edition. Detention volume required and provided calculations shall be shown.

[ ] 64. Acceptable means of detention are open basins, underground storage systems, bioswales, and rain gardens. Parking lot storage requires special approval.

[ ] 65. A sediment forebay or other treatment structure (e.g. CDS System, Vortechnics) is required for all new detention systems.

[ ] 66. Aerators shall be incorporated into detention basins and noted on the drawings.

[ ] 67. Location and size of detention ponds shown with side slopes indicated.

Paving and Right-of-Way Improvements

[ ] 68. On-site paving requirements:

a. Pavement cross-section must be shown. Minimums are:
   1) Residential (Driveways): 4" Concrete on 6" aggregate base or 3" HMA on 6" aggregate base
   2) Commercial and Industrial: Determined on case-by-case basis depending on intensity of use, but in no cases less than residential requirement.

b. Slopes:
   1) Asphalt: Minimum 1.0% Maximum 6.0%
   2) Concrete: Minimum 0.5% Maximum 6.0%

c. Concrete curb for entire perimeter of drive or parking areas.

[ ] 69. Public right-of-way (City):

a. Pavement cross-sections must be shown

b. All public roads must have curb and gutter unless otherwise approved.

c. Turning improvements, center-turn lane, acceleration lane and taper, deceleration lane and taper as necessary to facilitate traffic flow.

[ ] 70. Sidewalks required along the frontage of all roads except in districts zoned "RE".

a. Located 1' from ultimate right-of-way line.

b. Sidewalk ramps noted, in accordance with A.D.A. standards.

c. All structures, hydrants, poles, etc., noted and moved or adjusted as necessary.

Site Grading

[ ] 71. Sufficient proposed grades indicated to ensure that:

a. Drainage is adequately discharged offsite consistent with current drainage pattern.

b. No upstream drainage is restricted.

c. Paving slopes are adequate.

d. The site generally drains without standing water.

[ ] 72. Elevation representing the brick ledge, finished grade and the first floor grade must be indicated.

[ ] 73. Proposed grading will meet abutting property line elevations. Differentials in grade must incorporate a one on four maximum slope to the abutting property line.

[ ] 74. Temporary easement from adjacent property owner will be required for any grading necessary on off-site property. Appropriate notes shall be added to the site plan if this is applicable with a letter of understanding submitted.

[ ] 75. Location of any proposed retaining walls shall be shown on plans. Walls separating a grade differential of more than 18" are considered retaining walls and require a structural engineering design and review. Design engineer must supply calculations with engineering plan submittal.

ARCHITECTS. ENGINEERS. PLANNERS.

OHM Advancing Communities℠

CITY OF YPSILANTI

PRE-CONSTRUCTION MEETING
SIGN IN SHEET

Project: _____ **Date:** _____

OHM Project No: 0094- _____ **Municipality Project No.** _____

Please print the following information and provide a business card to the OHM representative.

Name	**Company**	**Phone**	**Email or Fax**

Note: Contact OHM Construction Department at 734-466-4539, Monday through Friday 8 am – 4 pm to schedule inspection at least 3 working days prior to start of construction, or send a fax request to 734-522-6427, attn Construction Department.

Please include the Project Name and OHM Project Number on all correspondence.

OHM Advisors
34000 PLYMOUTH ROAD
LIVONIA, MICHIGAN 48150
T 734.522.6711
F 734.522.6427
OHM-Advisors.com

CONSTRUCTION CONTACT INFORMATION

Project Name: _____ **Location (include section #):** _____

Project Supervisor: _____ **OHM Project No.:** **0094-** _____

Municipality Project No.: _____

Developer/Owner

Company Name: _____

Contact Person: _____

Street Address: _____

City, State & Zip: _____

Phone: _____ **Fax:** _____

Email: _____

Emergency Contact Number: _____

Design Engineer

Company Name: _____

Contact Person: _____

Street Address: _____

City, State & Zip: _____

Phone: _____ **Fax:** _____

Email: _____

Emergency Contact Number: _____

Prime Contractor

Company Name: _____

Contact Person: _____

Street Address: _____

City, State & Zip: _____

Phone: _____ **Fax:** _____

Email: _____

Emergency Contact Number: _____

Mass Grading/Earthwork

Company Name: _____

Contact Person: _____

Street Address: _____

City, State & Zip: _____

Phone: _____ **Fax:** _____

Email: _____

Emergency Contact Number: _____

Underground

Company Name: _____

Contact Person: _____

Street Address: _____

City, State & Zip: _____

Phone: _____ **Fax:** _____

Email: _____

Emergency Contact Number: _____

Paving

Company Name: _____

Contact Person: _____

Street Address: _____

City, State & Zip: _____

Phone: _____ **Fax:** _____

Email: _____

Emergency Contact Number: _____

Landscaping

Company Name: _____

Contact Person: _____

Street Address: _____

City, State & Zip: _____

Phone: _____ **Fax:** _____

Email: _____

Emergency Contact Number: _____

Other: Specify: _____

Company Name: _____

Contact Person: _____

Street Address: _____

City, State & Zip: _____

Phone: _____ **Fax:** _____

Email: _____

Emergency Contact Number: _____

PRIOR TO THE START OF CONSTRUCTION: Mark N/A if the item is not applicable to this project.

Check below if an issue is present and identify the issue and/or reference an attachment.

_____Electricity: _____

_____Natural Gas: _____

_____Telephone: _____

_____Cable TV: _____

The following should address any other Municipality concerns, including other possible interested parties:

_____City of Ypsilanti: _____

_____Adjacent Municipality: _____

_____Road Commission: _____

_____Drain Commission: _____

_____MDOT: _____

_____Railroad: _____

_____YCUA: _____

_____Residential: _____

_____Community Development Agency: Developer to pay close attention to approved landscape plan.

PRIOR TO THE START OF CONSTRUCTION continued:
The following checked items must be submitted to the Municipality and OHM:

_____**PERMITS:** Copies of permits may be faxed to the OHM Construction Department at 734-522-6427.

_____ Soil Erosion Permit from the Washtenaw County
Permit #_____ Expiration Date: _____

_____ NPDES (National Pollution Discharge Elimination System - MDEQ)
Permit #_____ Expiration Date: _____

_____ Water Main (Michigan Department of Environmental Quality)
Permit # _____ Expiration Date: _____
YCUA Permit #_____ Expiration Date: _____

_____ Sanitary Sewer (Michigan Department of Environmental Quality)
Permit #_____ Expiration Date: _____
Sanitary Permit YCUA# _____ Expiration Date: _____

_____ Right of Way (Washtenaw County)
Permit #_____ Expiration Date: _____

_____ Right of Way (MDOT)
Permit #_____ Expiration Date: _____

_____ Wetland/Floodplain: (Michigan Department of Environmental Quality)
Permit # _____ Expiration Date: _____

_____ DPS Permit - City of Ypsilanti
Permit # _____ Expiration Date: _____

_____ A Performance Guarantee of $_____ must be posted with the City of Ypsilanti. A performance bond must be provided to the Department of Public Works. The bond amount shall be 100% of the construction cost per the approved engineer's estimate.

_____ Construction Fee in the amount of $_____must be paid to the City of Ypsilanti. Send a copy of the paid fee receipt to OHM Construction Department.

_____ Owner's and Contractor's Protective Public Liability and Property Damage Insurance and Contractor's General Liability Insurance shall include the following additional named insured:

1. Ypsilanti Community Utilities Authority and employees and agents jointly and individually.
2. YCUA Board of Commissioners, individually
3. All YCUA employees, agents and consultants, individually.

4. City of Ypsilanti
5. Ypsilanti City Council members and employees, individually.
6. Charter Township of Ypsilanti
7. Ypsilanti Township Trustees and employees, individually
8. Orchard, Hiltz & McCliment, Inc. its employees, agents
9. Washtenaw County Water Resources Commission
10. Any other entities impacted

_____ **SCHEDULE:** Please provide a schedule of work including the anticipation of duration for major elements such as: mass grading, water main installation, storm installation, lead installations, paving activities, and landscape restoration. Fax to OHM Construction Department at 734-522-6427.

_____ **PRE-CONSTRUCTION VIDEO TAPING:** If this section is checked, this project requires the work-site to be videotaped prior to the start of construction and a copy of the video to be mailed to OHM.

_____ **TYPE OF MATERIALS:** Please list the type and class of the materials to be used for this project and provide a copy of the testing orders (suppliers and materials) to the inspector on site.

_____ Sand _____

_____ Aggregate _____

_____ Bituminous _____

_____ Concrete _____

_____ Sanitary Sewer _____

_____ Water Main _____

_____ Storm Sewer _____

_____ Manholes _____

_____ Hydrants _____

_____ Brass/Fittings: _____

_____ Castings _____

_____ Signs _____

_____ Posts _____

PRIOR TO THE START OF CONSTRUCTION continued:

_____ Contractor shall provide material certifications to the inspector for any of the above applicable items and any other related items used in the site construction work.

_____ Excess material should be legally disposed of off-site. **DO NOT** transport any material to other sites (including residential) within the City of Ypsilanti.

_____ At the request of the City of Ypsilanti, inspection is required for the following: water main, sanitary sewer, storm sewer, retaining walls, public paving, private paving, restoration, landscaping, soil erosion control measures, sump discharges, and_____

_____ Soil Erosion Escrow in the amount of $_____TBD by the County) must be paid to the Washtenaw County.

_____ Three (3) working days notice is required (not including weekends/holidays) to schedule inspection. Applies to construction start and any time that work is suspended for two days or more, contact OHM's Construction Department or Gary Smolinski, Mondays through Fridays 8 am to 4 pm. (734) 522-6711

_____ Utilities must be staked and dated cut sheets given to inspector before construction may start. This includes water, sanitary, storm and road (where applicable). Fax cut sheets to OHM's Construction Department (734) 522-6427. (Attn Const. Department)

_____ Notify MISS DIG (800-482-7171) at least three (3) full working days in advance. Keep your reference number for complaints on improperly staked utilities or if no staking was done.

_____ Density testing will be performed by an independent testing company and <u>not by OHM</u>. The Owner/Developer is responsible for arranging this service as well as the cost for this service. OHM is to be cc'ed on all testing results.

_____ Any field problems or design changes shall be directed to the Developer's Engineer for re-design then submitted to OHM for approval. All changes must be submitted for approval, approved and distributed before construction will be allowed. Note the revision number and date on all plans.

_____ Any water used on site, originating from a public fire hydrant or water source, must have a backflow-preventer in place. Contact <u>Bob Fry</u> at YCUA (734-484-4600) for directions on water use and whenever water main flushing occurs. Water usage to be estimated on this project.

_____ Public and private streets must be maintained in a clean condition and free of debris at all times. In the event that a public roadway becomes dirty, the Contractor shall clean it immediately. The question of the cleanliness of roads and streets will be determined solely by the Municipal road agency or its authorized representative.

PRIOR TO THE START OF CONSTRUCTION continued:

____ It is the Contractor's responsibility to comply with all current MIOSHA/OSHA standards where applicable including confined space regulations for new construction. Attendance at the pre-construction meeting by the Contractor's representative acknowledges understanding of this obligation. The Municipality and its engineering consultant (OHM) will not oversee the Contractor's operations from the stand point of safety and are not obligated to act as the Contractor or Subcontractor's safety officer.

_____ Traffic control must be in compliance with the Michigan Manual of Uniform Traffic Control Devices in conjunction with local construction permit requirements or stipulations and any detour, staging or traffic control diagrams incorporated into approved plans.

____ Sidewalk Ramps – Sidewalk ramps are to be installed per the latest approved details (MDOT R-28 Series) per the Americans with Disabilities Act (ADA). Any ramps placed that do not meet the latest approved details per the ADA will be removed and replaced at the developer's or contractor's expense.

_____ **WATER MAIN**

_____ Water main shall be constructed per the Municipalities Standard Water Main Details. Where conflicts occur between the general plans and the standard details, the conditions in the standard details shall govern.

Refer to the YCUA Water Main Standards for current material requirements.

- Gate Valves in The City of Ypsilanti OPEN RIGHT (standard red valve operator nut).
- All water main to be installed with Polyethylene encasement (Poly-wrap).
- All Water main outside the influence of the road will have class II sand under and at least one foot over the pipe.
- All water main inside the influence of the road will have class II sand under and all the way up.
- The contractor will propose and use a compaction method that guarantees the haunches of the pipe are compacted properly.
- Thrust blocks are not permitted except behind tapping valves, and behind fire hydrants to virgin ground. All other joint restraint to be provided by mechanical joint retainer glands (i.e. Mega-Lug), and/ or locking gaskets.

No Waterous Pacer Hydrants

___ _ Pressure testing will be conducted by the contractor with OHM witnessing on behalf of the Municipality. Water main testing shall be per AWWA Standards. Notify OHM (Site Coordinator) of schedule (3 working days prior to test). Prior to any utility testing, the remaining escrow amount will be reviewed to verify that there is enough escrow to complete the project

_____ No bacterial tests will be performed until pressure tests have been passed. Bacteria samples (two consecutive days) will be obtained by the OHM Inspector, with the

Contractor present. Chlorination and Flushing will be conducted by the contractor and documented by OHM. The contractor will use one of the chlorination methods outlined in YCUA standard details.
Contractor may decide where the samples will be tested; either a County Lab (results available no sooner than one week) or a private testing facility (paid by the contractor). Hard copy results must be on file at OHM prior to any tie-in.

PRIOR TO THE START OF CONSTRUCTION continued:

_____ No water main tie-ins are allowed until bacteria and pressure tests have been passed. When a tie-in does occur, all flushing of the main will have been stopped, all apparatus disconnected, and all valves opened. No water main tie-ins are allowed until bacteria and pressure tests have been passed. Notify OHM 72 hours in advance of any water main shutdowns. The contractor is responsible for notifying any affected residents 24 hours before any water main shutdown. When a tie-in does occur, all flushing of the main will have been stopped, all apparatus disconnected, and all valves opened. No water main tie-ins will be allowed on Friday.

_____SANITARY SEWER

_____ Sanitary sewer shall be constructed per YCUA Standard Sanitary Sewer Details. Where conflicts occur between the general plans and the standard details, the conditions in the standard details shall govern.

_____ Sanitary taps into existing structures will be inspected by OHM. Taps into existing structures shall be neatly core-drilled and a rubber boot shall be used for the new pipe.

_____ Sanitary sewer invert elevations will be recorded by the inspector and the contractor at each structure. Sanitary sewer main that is found to be laid at less than minimum-specified grade, or with backflow, will
not be accepted by YCUA.

_____ If there are any fitting in the force main, Hydrostatic pressure testing will be conducted by the contractor and witnessed by OHM on behalf of YCUA (150 psi for one hour with less than 5psi loss). Contact OHM to set up test date. Prior to any utility testing, the remaining escrow amount will be reviewed to verify that there is enough escrow to complete the project.

_____ Videotaping of the sanitary sewer is to be performed no sooner than 30 days after completion of backfill and a copy of the tape must be on file with OHM prior to acceptance.

_____ A nine-point deflection test using a mandrel is required 30 days after the pipe is backfilled by YCUA standards. This may be difficult as there is not a dead end manhole. The camera will have to push or tow the mandrel up the run and then pull it back watching the mandrel.

_____ Coordinate construction and inspection of all sanitary service leads within 10 feet of the building with the Ypsilanti Township Building Department at 734-485-3943.

_____**STORM SEWER / UNDERGROUND DETENTION**

To be constructed per the approved plans.

PRIOR TO FINAL ACCEPTANCE OF PROJECT

____ OHM will conduct a Preliminary Walkthrough of the site after all public utility installation is complete, and after at least the leveling course of asphalt pavement is complete. A Preliminary Utility Punch list will be generated from this walkthrough. Once the items on the Preliminary Utility Punch list have been completed, OHM will issue a letter to YCUA recommending the public utilities on the project are substantially complete. ALL MAINTENANCE AND OPERATION OF THE PUBLIC UTILTIY IMPROVEMENTS ON THE PROJECT WILL REMAIN THE RESPONSIBILITY OF THE DEVELOPER / CONTRACTOR DURING THE TIME PERIOD FROM SUBSTANTIAL COMPLETION TO FINAL ACCEPTANCE. OHM, Inc. will only recommend Final Acceptance of the project upon satisfactory completion of all Close-out items, including but not necessarily limited to, Record Drawings, Easements, Maintenance and Guarantee Bond, and Final Utility Inspection.

_____ OHM may conduct one or more Interim Walkthroughs on long-term projects to identify items that are damaged as construction occurs.

____ OHM will conduct a Final Walkthrough of the site after all construction on the project is complete. This includes all buildings, landscaping, and wearing course of asphalt pavement. A Final Utility Punch list will be generated from this walkthrough and shall be transmitted to the Developer and their Contractor. The Contractor shall have thirty (30) days to rectify all items on the punch list. Failure to do so may result in the temporary or permanent Certificate of Occupancy to be withheld. All items on the Final Utility Punch list must be completed prior to Final Acceptance of the project.

____ **RECORD DRAWINGS AND RELATED DOCUMENTS**

____ After public utility installation is complete, the Developer's Engineer will be provided (by OHM) a copy of the Inspector's Daily Reports (IDR), any applicable lead reports, and a blank "Record Drawing Requirement Checklist" in order to prepare record drawings to OHM for review and approval.

____ A grading certificate will be requested at this time. This form (provided by OHM with IDR's) will also need to be signed and sealed by the Developer's Engineer and then submitted to OHM along with the record drawings.

____ Easements for public utilities based on "As-Built" conditions requires a sketch and legal description to be submitted by the Developer's Engineer to OHM for review and approval along with the record drawings. Once easements documents are approved, OHM will mail the Developer/Municipality the easements to be recorded with the County Register of Deeds. Once the easements are recorded with liber and page number, recorded copies will need to be forwarded to the Municipality and OHM.

___ Once the record drawings are approved by OHM, the Developer's Engineer will be instructed As to what is required for final distribution (i.e. Blulines, mylars, CD-ROM, or possibly micro-film)..

___ A Maintenance and Guarantee bond for 50 % of applicable Public Works based on the engineer's estimate of $_____ for a duration of **2 years** shall be submitted to the Municipality once all Final Utility Punchlist items have been addressed. A blank form will be forwarded to the developer once final inspection has passed. Please be aware that the duration of the maintenance bond is determined on the date of final acceptance.

Sidewalk ramps per ADA specifications. Please refer to MDOT R-28 Series Detials if you have any doubt.

ITEMS REQUIRED FOR RECOMMENDATION OF PROJECT CLOSEOUT

☐ **As-builts**: reviewed and approved CADD Files

☐ **Grading certificate**: signed and sealed

☐ **Easements Required:**

☐ Water Main ☐ Sanitary Sewer ☐ Storm Sewer

☐ Safety Path ☐ Ingress/Egress

☐ Other _____

☐ **Maintenance and Guarantee Bond**
A maintenance and guarantee bond for 50% of applicable Public Works based on the Engineers Estimate of $_____for a duration of 2 years shall be submitted to the municipality once all punch list items have been addressed. The amount required for this project is $_____ . A blank form will be forwarded to the Developer once final inspection has passed. Please be aware that the duration of the maintenance bond is determined on the date of final acceptance.

☐ **Passing Final Inspection**

ADDITIONAL NOTES:

All landscaping to be installed per approved landscape plans.

Appendix B

MAINTENANCE AND GUARANTEE BOND-SITE DEVELOPMENT

(This should be drafted on legal size paper)

Obligee Review or Project No._____ Bond No._____
(if applicable)

KNOW ALL MEN BY THESE PRESENTS:

That we, the developer, _____ (hereinafter called Principal), and _____ (hereinafter called Surety), a corporation organized under the laws of the State of _____ and authorized to do a surety business in the State of Michigan, are held and firmly bound unto the municipal/public agency known as _____ _____ (hereinafter called Obligee) in the full and just sum of _____ Dollars and _____ Cents ($_____), lawful money of the United States of America, for the payment of which sum, well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, said Principal has constructed or caused to have constructed the following described public improvements in a public easement and/or right-of-way:

(Check all applicable items)

_____lft. Storm Sewer System	_____lft. Roadway
____ lft. Sanitary Sewer System	_____lft. Sidewalk or Pathway
_____lft. Water Main System	_____Other: _____

which have been or are about to be accepted by the Obligee for the project known as _____ _____ and located in Section _____, T_____, and R_____; more specifically at _____.

AND WHEREAS, it is required that the Principal should guarantee the project from defects caused by faulty materials or workmanship for a period of ____ year(s) from and after the date of acceptance of same by the Obligee.

The Obligee shall notify the Principal in writing of any defect for which the Principal is responsible and shall specify in said notice a reasonable period of time within which the Principal shall have to correct said defect. If the Principal fails to correct such defect within the time specified in said notice, then the Surety shall have sixty (60) days thereafter within which to take such action as it deems necessary to insure performance of the Principal's obligation. If such defect is not corrected after the expiration of such sixty-day period, then the Obligee shall have the right to correct such defect and the Principal and Surety, jointly and severally, shall pay all costs and expenses incurred by Obligee in correcting such defect; including but not limited to, the engineering, legal, administration and other costs, together with any damages either direct or consequential, which the Obligee may sustain on account of the Principal's failure to correct such defect. In addition, the Obligee shall have the right to contract for the correction of such defect and, upon acceptance of the lowest responsible bid, the Principal and Surety shall become immediately liable for the amount of the said bid.

If any repair is necessary to be made at once to protect life and property, then and in that case, the Obligee may take immediate steps to repair or barricade such defects without notice to the Principal or Surety. In such accounting, the Obligee shall not be held to obtain the lowest figures for the doing of the work, or any part thereof, but all sums actually paid therefore shall be charged to the Principal or Surety. In this instance, the judgment of the Obligee is final and conclusive.

The Principal shall fully indemnify, defend and save harmless the Obligee, and its agents, consultants, employees and officers from all suits and actions for damages of every name and description brought or claimed against them for, or on account of, any injury or damage to person or property received or sustained by any party or parties, by or from any of the acts or omissions or through the negligence of said Principal, and its servants, agents

or employees, in the prosecution of the work, and from any and all claims arising under the Workman's Compensation Act, so-called, of the State of Michigan.

NOW, THEREFORE, if the said Principal shall for a period of ____ year(s) from and after the date of acceptance of the completed project by the Obligee replace any and all defects arising in said work whether resulting from defective materials or defective workmanship, then the above obligation shall be null and void; otherwise to remain in full force and effect for ____ year(s) from the date of acceptance by the Obligee.

IN WITNESS WHEREOF, the parties have caused this instrument to be signed and sealed by their respective authorized officers this_____day of_____,
20___.

WITNESS

_____

Name:_____

PRINCIPAL

_____
(seal)

By:_____

Name:_____

Title:_____

Address:_____

_____

Phone:_____

Fax:_____

SURETY

_____
(seal)

By:_____

Name:_____

Title:_____

Address:_____

_____

Phone:_____

Fax:_____

_____

Name:_____

Appendix C

PUBLIC UTILITY EASEMENT

_____, (marital status must be filled in) "grantor," whose address is_____, Ypsilanti, Michigan, in consideration of the sum of One ($1.00) Dollar, receipt of which is hereby acknowledged and determined to be fair and just compensation by grantor, does, by these presents, covenant and warrant that grantor is the fee simple owner of the property described in **Exhibit A**, attached hereto, and does grant and convey to the Ypsilanti Community Utilities Authority, a Michigan municipal corporation, referred to in this agreement as "grantee," whose address is 2777 State Road, Ypsilanti, Michigan 48198, a permanent and perpetual easement and right-of-way upon, over, under and across that portion of said property described in **Exhibit B**, attached hereto, for the purpose of construction, installation, inspection, maintenance, repair, operation, alteration, removal (and similar and related activity) of municipally owned utilities, including, without limitation, water lines and/or pipes, storm sewer lines and/or pipes and sanitary sewer lines and/or pipes and any and all connections thereto.

The grantor agrees not to build or to convey to others permission to build any permanent structures on the described easement **(Exhibit B)**.

The grantee, by its employees, agents or independent contractors shall have full right, upon, over, under and across said property for the purpose of constructing, installing, inspecting, maintaining, repairing, operating, altering or removing (and similar and related activity) said municipally owned utilities and, further, for the purpose of storing or moving machinery, materials or other incidentals in connection with and during such activity. Further, grantee, by its employees, agents, or independent contractors shall have a permanent easement consisting of the full right of ingress and egress over and upon other lands of the grantor necessary to and for the sole purpose of gaining access to said property and municipally owned utilities.

Upon completion of such construction, installation, inspection, maintenance, repair, operation, alteration or removal (or similar and related activities) of said municipally owned utilities including ingress and egress thereto, any and all of grantor's property used for said purposes shall be left as nearly and as reasonably possible in the same condition as before such work began and all machinery, materials and equipment shall be removed.

The granting of the permanent easement as stated, including a permanent easement for use of grantor's property for ingress and egress shall vest in the grantee the authority to use said property solely for the purposes designated in this agreement. This grant of easements shall run with the land and shall be binding upon the heirs, successors and assigns of the grantor and grantee. It is understood and agreed that any and all improvements or appurtenances of the municipally owned utilities in or upon the said property shall become and remain at all times the property of the grantee, its successors and assigns and shall be subject to the grantee's fees, rules, regulations and local ordinances.

IN WITNESS WHEREOF, grantor has executed this instrument on _____, 20__ .

IN THE PRESENCE OF:
(Witnesses and grantor must print or type name below signature in black ink.)

WITNESSES: **GRANTOR**

_____ _____

_____ _____

Subscribed and sworn to before me this _____ day of _____, 20____.

_____
Notary Public
_____ County, Michigan
My Commission Expires: _____

This instrument drafted by and when recorded, return to:
Thomas E. Daniels (P29565)
Pear Sperling Eggan & Muskovitz, P.C.
1349 S. Huron Street, Suite 1
Ypsilanti, MI 48197

Tax Identification No.: _____

EXHIBIT A

Insert a stamped and sealed survey of the subject property.

EXHIBIT B

Insert a stamped and sealed sketch of the easement

Appendix D

Print Form

GRADING CERTIFICATION

Submit a sealed grading certificate attesting that finish elevations are in compliance with approved grading plan along with the as-built grading plan(s) showing any changes that were made in the field.

These documents were prepared by:

Seal

Print Name

Signed

ENGINEER'S CERTIFICATE OF OUTLET

Date _____

Development Name / Address_____

City of Ypsilanti Sec. _____

Washtenaw County, Michigan

I hereby certify that the existing drain and/or stormwater collection system is the only reasonable available storm water outlet for the proposed storm water management system and that the existing drain and/or stormwater collection system has sufficient capacity to serve as an adequate outlet for the proposed system, without detriment to or diminution of the drainage service that the existing outlet presently provides.

Signed: _____

Registered Professional Engineer

NOTE: The engineer's certificate must be stamped with the engineer's seal.
The certificate submitted must be the original.

REQUEST FOR LEGISLATION
April 7, 2015

From: Stan Kirton, Public Services Director

Subject: Approval of OHM Proposal for Construction Engineering for Phase II Prospect Road PRIP Project

---

SUMMARY & BACKGROUND:

Priority Road Improvement Project (PRIP) funds have been programmed for road improvements to prospect Road in the 2014 and 2015 Construction. Phase I was completed in the 2014 construction season. Phase II slated for the 2015 construction season includes removal of existing pavement, HMA paving, removal and replacement of curb and gutters, removal and replacement of drive approaches, select side walk improvements, ADA ramp improvements, select subgrade repairs and drainage improvements to North Prospect from Holmes Road to Michigan Avenue. This project also includes concrete repairs to S. Prospect from the I-94 overpass approach to Grove Road.

To keep this project on schedule for the 2015 construction season it is necessary to secure construction engineering services. OHM has submitted a proposal construction engineering services and geotechnical testing for and amount not to exceed $198,000.

The construction services costs will be expended from account No. 202-7-9041-975-02.

Staff recommends council accept the proposal submitted by OHM for construction engineering services.

RECOMMENDED ACTION: Approval
ATTACHMENTS: OHM Proposal

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: April 7, 2015

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____

Resolution No. 2015-085
April 7, 2015

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, Priority Road Improvement Funds has been programmed Road programmed in the 2014-15 and 2015- 2016 FY-Budgets for road improvements to Prospect; and

WHEREAS, Orchard, Hiltz and McCliment, Inc. has submitted a proposal to provide construction engineering services and geotechnical testing for a not to exceed amount of $198,000; and

WHEREAS, the construction services will be expended from account number 202-7-9041-975-02 in the FY 2014-15 and 2015-2016 FY Budgets; and

NOW, THEREFORE, BE IT RESOLVED THAT the City Council approves the proposal submitted by OHM, Inc. for the not to exceed amount of $198,000; and

THAT the Mayor and City Clerk are authorized to sign this contract, subject to review and approval by the City Attorney; and

THAT the City Manager is authorized to sign any change orders that may be needed to maintain the project's schedule, subject to review and approval by the City Attorney.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

ARCHITECTS. ENGINEERS. PLANNERS.

OHM Advancing Communities

April 1, 2015

City of Ypsilanti
One South Huron St.
Ypsilanti, Michigan 48197

Attention: Mr. Stan Kirton
Department of Public Services Director

Regarding: Prospect – Michigan to Holmes
City of Ypsilanti
Construction Phase Services

Dear Mr. Kirton:

OHM Advisors (OHM) is pleased to submit this proposal for engineering services for the Prospect – Michigan to Holmes reconstruction and repaving project in the City of Ypsilanti.

PROJECT UNDERSTANDING

We understand that this will be a road repair project on Prospect Street between Michigan Avenue and Holmes Road. The project will consist of full reconstruction and replacement with concrete curb and gutter and HMA pavement from Holmes Road to Cross Street. A combination of mill and overlay and full reconstruction will be utilized for the section from Cross Street to Michigan Avenue. The project includes concrete repair and crosswalk improvements at the intersection of Prospect and Grove Road. The project also includes as-needed sidewalk and driveway repairs and ADA improvements at all side streets. The project is scheduled for completion this construction season.

SCOPE OF CONSTRUCTION SERVICES

Construction Layout

OHM will provide construction survey layout services for the project. Staking will be provided for the storm structures, paving limits, curbs, and ADA ramps. This will include one placement of the stakes. Requests for additional staking will be discussed with the City prior to the work being completed. Additional staking will be an additional cost, which may be the responsibility of the contractor.

Construction Observation

OHM will provide full time on-site construction observation services for all underground utility installation, traffic and pedestrian signal work, paving activities, and restoration. Observation will be provided for all work, such as identifying removal limits, underground base inspection prior to paving, form inspection, and final inspection. The construction observation will include measurement and logging of all work performed by the contractor.

Coordinating materials testing services will also be included under construction observation. Material testing is shown as a separate line item below.

Construction Engineering

OHM will provide construction engineering services for this project. Construction engineering services will include, but are not necessarily limited to, reviewing shop drawings and materials certifications provided by

OHM Advisors
34000 PLYMOUTH ROAD
LIVONIA, MICHIGAN 48150
T 734.522.6711
F 734.522.6427
OHM-Advisors.com

the contractor, attending a preconstruction meeting, answering requests for information (RFIs) from the contractor, and resolving construction conflicts (i.e., mismarked utilities, interpretation of the contract documents, etc.).

Contract Administration

OHM will provide necessary contract administration services for the project. Contract administration services will include preparation of any necessary change orders and correspondence needed for clarification, preparation and processing of partial and final payment estimates, as well as final walk through and project close out.

FEE SCHEDULE

OHM proposes to provide the above outlined professional services on an hourly - not to exceed basis.

Construction Services -	**$169,400**
Geotechnical Testing-	**$28,600**
TOTAL	**$198,000 (Hourly – Not to Exceed)**

This budget is based on the understanding that the City intends to limit the scope of work to approximately $1,300,000 of contractor construction costs. OHM will work with the City to adjust the scope of work as necessary to achieve this goal. This is an hourly estimate based on a $1,300,000 construction contract (not to exceed if there are no scope changes). If it appears during the project that this estimate will be exceeded OHM will notify the City in a timely manner and indicate the reasons that the budget will not be met (e.g. the contractor's productivity and field conditions). OHM will invoice the City once a month for the hourly – not to exceed amount in accordance with the continuing services agreement between OHM and the City of Ypsilanti.

ADDITIONAL SERVICES

OHM will be pleased to provide additional work not specifically described in the project scope on a time and material basis. A separate proposal would be provided for such services.

We thank you for this opportunity to provide professional engineering services. Should there be any questions, please contact us.

Sincerely,

[redacted]

ACCEPTED

By: _____

Printed Name

_____

Signature

_____

Title

_____

Date

REQUEST FOR LEGISLATION
April 7, 2015

From: Stan Kirton, Public Services Director

Subject: Contract with Fonson, Inc. for Phase II of the Prospect Road PRIP Project

SUMMARY & BACKGROUND:

Priority Road Improvement Program Funds in the amount of $1.9 million have been programmed for road improvements to Prospect Road in the 2014 (Phase I) and 2015 (Phase II) construction seasons. The project limits for Phase II of this project, which is slated for the 2015 construction season, are North Prospect Road between Michigan Avenue and Holmes Road. The project also includes repairs to the concrete segment of S. Prospect between the I-94 Bridge Approach and Grove Road. The scope of work for this project includes removal existing asphalt, hot mix asphalt paving, removal and replacement of the curb and gutters, removal and replacement of drive approaches select subgrade repairs, select sidewalk repairs, and sidewalk ramp improvements.

Bids were solicited through MITN (Michigan Inter-governmental Trade Network), Reed Construction Data, McGraw Hill, Isqft Plan Room, CAM (Construction Association of Michigan and Builder's Exchange of Michigan. Five (5) sealed bids were received and opened on Tuesday, March 31st, at 2:00 pm. The bids ranged from $1,535,400.00 to $1,781,196.45. Fonson, Inc., Brighton, MI, submitted a bid in the amount of $1,535,400.00; Pavex Corporation, Trenton, MI, submitted a bid in the amount of $1,611,170.81; Ajax Paving Industries, Troy, MI, submitted a bid in the amount or $1,624,826.50; Cadillac Asphalt, LLC, Belleville, MI, submitted a bid in the amount of $1,668,908.43; Verdeterre Contracting, Inc., Canton, MI, submitted a bid in the amount of $1,781,196.45.

The engineers' estimate for Phase II of this project was $1.5 million. Staff recommends council accept the bid submitted by Fonson, Inc. in the Amount of $1,535,400.00.

RECOMMENDED ACTION: Approval
ATTACHMENTS: Bid Tabulation, Resolution, Contract Book, Engineers Recommendation Letter

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: April 7, 2015

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____

Resolution No. 2015 - 086
March 7, 2015

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, Priority Road Improvement Program (PRIP) Funds has been programmed for road improvements to Prospect Road in the 2014 and 2015 construction seasons; and

WHEREAS, Phase I of this project was completed during the 2014 construction season.

WHEREAS, Phase II of this project is slated for the 2015 construction season and include the removal of the existing pavement, Hot Mix Asphalt (HMA) paving, select subgrade repairs, removal and replacement of the curb and gutter, removal and replacement of drive approaches, select sidewalk repairs and sidewalk ramp improvements to North Prospect Road between Michigan Avenue and Holmes Road; and

WHEREAS, bids were solicited for Phase II on MITN (Michigan Inter-governmental Trade Network), Reed Construction Data, McGraw Hill, Isqft Plan Room, CAM (Construction Association of Michigan) and the Builders Exchange of Michigan; and

WHEREAS, five (5) bids were received and opened on March 31, 2015, bids ranged from $1,480,000.00 to $1,781,196.45; and

WHEREAS, the engineers' (OHM) estimated the cost of Phase II at $1.5 million; and

WHEREAS, Fonson Inc., Canton, MI, submitted the lowest qualified bid in the amount of $1,535,400.30; and

NOW, THEREFORE, BE IT RESOLVED THAT the City Council approves the execution of this contract with Fonson, Inc. for the amount of $1,535,400.30; and

THAT the Mayor and City Clerk are authorized to sign this contract, subject to review and approval by the City Attorney; and

THAT the City Manager is authorized to sign any change orders that may be needed to maintain the project's schedule, subject to review and approval by the City Attorney.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

ARCHITECTS. ENGINEERS. PLANNERS.

OHM Advancing Communities

April 1, 2015

City of Ypsilanti
One Huron Street
Ypsilanti MI 48197

Attention: Stan Kirton
Director of Public Services
City of Ypsilanti

Regarding: Bid Results
Prospect – Michigan to Holmes

Dear Mr. Kirton:

Sealed bids for Prospect –Michigan to Holmes were received and publicly read aloud at 2:00 pm on Tuesday, March 31, 2015 at 2:00 p.m. in the City of Ypsilanti Council Chambers. Ten (10) prospective contractors obtained plans and specifications for the project. Proposals were received from five (5) bidders with as-checked results ranging from $1,535,400.30 to $1,781,196.45. The detailed bid tabulation is attached.

Fonson Company, Inc. was the low bidder on the project. All required information, including bond surety, statement of qualifications, and subcontractors listing, has been provided.

It appears Fonson Company, Inc. and their subcontractors are capable of performing the work based on past experiences, referenced projects, and information provided with the statement of qualifications in the bid package. Based on the submitted information, it is recommended that the City of Ypsilanti, Prospect – Michigan to Holmes contract be awarded to Fonson Company, Inc. for the bid amount of $1,535,400.30.

Should there be any questions, please contact this office at (734) 522-6711.

[redacted]

CC: Ralph A. Lange, City Manager

P:\0000_0100\0094140040_Prospect_PHII_CONST\CA\Bid_Results_Prospect_II.docx\

Attachment: Bid Tab

OHM Advisors
34000 PLYMOUTH ROAD
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Resolution No. 2015-087
April 7, 2015

WHEREAS, over one-third of State and local roads are in poor condition; and

WHEREAS, safe roads are crucial to public safety and to grow Michigan's economy; and

WHEREAS ,Michigan ranks last among the states for per capita investment on transportation, resulting in crumbling roads which damage vehicles, lower property values and hurt our economy.

WHEREAS, approximately 30% of the City of Ypsilanti streets are classified as being in "poor" condition including 80% of the City's "Major" streets; and

WHEREAS, the longer we wait to fix Michigan's roads, the more it will cost us.

WHEREAS, the Ypsilanti City Council has selected fixing Ypsilanti's streets as a top priority; and

WHEREAS, The City's Act 51 street funding is inadequate to maintain the street system at a level satisfactory to Ypsilanti residents;

WHEREAS, Proposal 15-1 provides that every penny paid at the pump in state gas taxes constitutionally will be guaranteed to go to transportation.

WHEREAS, Proposal 15-1 when fully implemented in October 2018 will bring an estimated additional $736,412 annually to Ypsilanti for city streets and roads;

WHEREAS, Proposal 15-1 on the May 5 ballot provides dedicated funds to improve roads and streets while also supporting Michigan's long-term future by investing in our public schools and local communities.

RESOLVED, THAT the YPSILANTI City Council supports Proposal 15-1 on the May 5, 2015 ballot for funding needed to fix our roads.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

Resolution No. 2015-088
April 7, 2015

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:

ACTION MINUTES

CITY OF YPSILANTI
COUNCIL MEETING AGENDA
CITY COUNCIL CHAMBERS – ONE SOUTH HURON ST.
YPSILANTI, MI 48197
Tuesday, April 7, 2015
7:00 p.m.

I. CALL TO ORDER –
Called to order at 7:05 p.m.

II. ROLL CALL –

Council Member Anne Brown	Present	Council Member Robb	Present
Council Member Nicole Brown	Present	Council Member Vogt	Present
Council Member Murdock	Present	Mayor Edmonds	Present
Mayor Pro-Tem Richardson	Present		

All present

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 –
Agenda approved as amended:

MOVED: Resolution No. 2015-083 moved after 'Minutes'.
REMOVED: Resolution No. 2015-084 to be heard April 21, 2015.

VII. PRESENTATIONS –

Proclamation – Mayor's Day of Recognition for National Service

Presentation – Chidester Place Management

VIII. AUDIENCE PARTICIPATION –

IX. REMARKS BY THE MAYOR –

X. MINUTES –

Resolution No. 2015-076, approving the minutes of March 17, 2015.
Minutes approved as submitted

1. Resolution No. 2015-083, supporting the Ypsilanti Area Convention and Visitor's Bureau (YACVB).
   Approved: Yes – 7; No – 0; Absent - 0

XI. PUBLIC HEARING –

Public hearing on the proposed plan to mitigate the conversion of the Frog Island Park property on which the Ypsilanti Recycling Center is located and to dedicate the parking area associated with the Border to Border (B2B) Trail on South Grove St. as the replacement parcel.

1. Resolution No. 2015-077, determination
   Approved: Yes – 7; No – 0; Absent - 0
2. Open public hearing
3. Resolution No. 2015-078, close public hearing
   Approved: Yes – 7; No – 0; Absent - 0

XII. ORDINANCE - FIRST READING –

Ordinance No. 1244

1. Adoption, Amendment and Restatement of the Depot Town Development Plan and Tax Increment Financing Plan.

   A. Resolution No. 2015-061, determination
      Approved as amended: Yes – 7; No – 0; Absent - 0
      (Second Reading scheduled for April 21, 2015)

XIII. CONSENT AGENDA -

Resolution No. 2015-079

1. Resolution No. 2015-080, approving application for grant with the Ann Arbor Fire Department for a County grant for fire investigations and inspections.
   Approved: Yes – 7; No – 0; Absent – 0

2. Resolution No. 2015-081, approving appointment to Zoning Board of Appeals.
   Approved: Yes – 7; No – 0; Absent – 0

3. Resolution No. 2015-082, supporting MDOT ownership of commuter rail.
   Approved: Yes – 7; No – 0; Absent – 0

XIV. RESOLUTIONS/MOTIONS/DISCUSSIONS –

~~1. Resolution No. 2015-083, supporting the Ypsilanti Area Convention and Visitor's Bureau (YACVB).~~
(Moved and heard after 'Minutes' - Resolution No. 2015-076)

~~2. Resolution No. 2015-084, adopting engineering standards for the development of projects in the city.~~
(Removed until April 21, 2015 meeting)

3. Resolution No. 2015-085, approving proposal from OHM for construction engineering for Phase II of the Prospect Road PRIP Project.
   Approved: Yes – 7; No – 0; Absent – 0

4. Resolution No. 2015-086 awarding contract to Fonson, Inc. for Phase II of the Prospect Road PRIP Project.
   Approved: Yes – 7; No – 0; Absent – 0

5. Resolution No. 2015-087, supporting Proposal 15-1 on the May 5, 2015 ballot for funding needed to fix our roads.
   Approved: Yes – 6; No – 1 (Robb); Absent – 0

XIV. LIASON REPORTS –

A. SEMCOG Update
B. Washtenaw Area Transportation Study
C. Washtenaw Metro Alliance
D. Urban County
E. Freight House
F. Parks and Recreation
G. Millennial Mayors Conference
H. Ypsilanti Downtown Development Authority
I. Eastern Washtenaw Safety Alliance

XIV. COUNCIL PROPOSED BUSINESS –

XV. COMMUNICATIONS FROM THE MAYOR –

XVI. COMMUNICATIONS FROM THE CITY MANAGER –

XVII. AUDIENCE PARTICIPATION –

XVIII. REMARKS FROM THE MAYOR –

XIX. COMMUNICATIONS -

- Resolution No. 2015-073, approving Speed Control Policy
  (Postponed 3/17/15 and will be heard 4/21/15)

- Annual Financial/Conflict of Interest Council Member Disclosure

XX. ADJOURNMENT -

Resolution No. 2015-088, adjourning the City Council meeting.
Meeting adjourned at 12:25 p.m.