1. 2 Revised City Council Packet

Documents: COUNCIL PACKET 3-15-16.PDF

1.I. Revised March 15, 2016

CITY OF YPSILANTI
COUNCIL MEETING AGENDA
CITY COUNCIL CHAMBERS, 1 S. HURON
YPSILANTI, MI 48197
TUESDAY, MARCH 15, 2016
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. AGENDA APPROVAL –

VI. INTRODUCTIONS –

VII. PRESENTATIONS –

Water Street Update – City Manager Ralph Lange

VIII. PUBLIC HEARING –

1. Approval of Obsolete Property Rehabilitation Exemption Certificate (OPRA) for Ypsilanti Property Alliance, LLC, parcel #11-11-40-484-002, known as 209 Pearl.

   A. Resolution No. 2016-041, determination
   B. Open public hearing
   C. Resolution No. 2016-042, close public hearing.

IX. ORDINANCE – FIRST READING –

Ordinance No. 1261

1. Amendment to Chapter 122, Article VII, Division 6 of the Ypsilanti City Code to add "Solar Farm" as a Special Us in the P, Park District; allow "Alternative Energy" to remain as an accessory use; and add standard setbacks for buildings in the Park district.

   A. Resolution No. 2016-034, determination
   B. Open public hearing
   C. Resolution No. 2016-035, closing public hearing

X. AUDIENCE PARTICIPATION –

XI. REMARKS BY THE MAYOR –

XII. RESOLUTIONS/MOTIONS/DISCUSSIONS –

1. Resolution No. 2016-036, approving minutes of February 2 and February 16, 2016.

2. Resolution No. 2016-037, approving Shared Proceeds Agreement with Highland Cemetery Association of Ypsilanti.

3. Resolution No. 2016-038, approving budget amendments to include down payment on the 2016 Limited Tax General Obligation Refunding Bonds, Series 2016.

4. Resolution No. 2016-039, approving two-year contract extension of audit services by Abraham & Gaffney, P.C.

5. Resolution No. 2016-040, approving two-year contract extension with Rehmann Robson for financial outsourcing services.

6. Resolution No. 2016-043, supporting the creation of the Amtrak rail stop in Ypsilanti.

7. Resolution No. 2016-044, approving contract with OHM for conceptual design engineering services to develop a rail platform and parking lot improvements.

8. Resolution No. 2016-045, approving Building Healthy Communities (BHC) grant and contract from the Michigan Recreation and Parks Association (MParks) for park enhancements and summer park programs.

XI. LIASON REPORTS –

A. SEMCOG Update
B. Washtenaw Area Transportation Study
C. Urban County
D. Freight House
E. Parks and Recreation
F. Ypsilanti Downtown Development Authority
G. Eastern Washtenaw Safety Alliance
H. Police-Community Relations/Black Lives Matter Joint Task Force

XII. COUNCIL PROPOSED BUSINESS –

XIII. COMMUNICATIONS FROM THE MAYOR –

Nominations:

Planning Commission
Phil Hollifield (reappointment)
125 Hawkins
Ypsilanti, MI 48197
Term expiration – 5/1/2019

Matt Dunwoodie (new appointment)
201 Oakwood St.
Ypsilanti, MI 48197
Term expiration – 5/1/2019

Parks and Recreation Commission
Conan Malmer (new appointment)
913 Pleasant Dr.
Ypsilanti, MI 48197
Term expiration – 4/1/2019

Tentative Budget Meetings to be confirmed:
- Tuesday, May 10th
- Tuesday, May 17th
- Thursday, May 19th

**All meetings will be held at City Hall in the Council Chambers at 6:00 p.m.

XIV. COMMUNICATIONS FROM THE CITY MANAGER –

Parkridge Chest Tournament Update

XV. COMMUNICATIONS –

- Planning Commission Annual Report
- May 10th, 17th and 19th

- April 5th or 12th Work Session – Economic Development Update – 6:00-7:00 p.m.

XVI. AUDIENCE PARTICIPATION –

XVII. REMARKS FROM THE MAYOR -

XVIII. CLOSED SESSION –

Closed Session to discuss collective bargaining. *OMA 15.268(c)*

XIX. ADJOURNMENT –

Resolution No. 2016-046, adjourning the Council meeting.

REQUEST FOR LEGISLATION
March 15, 2016

From: Beth Ernat, Director of Community and Economic Development

Subject: 209 Pearl OPRA request – public hearing and resolution

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SUMMARY & BACKGROUND: The property under consideration is 209 Pearl, located across from the commuter bus station. The property is located in the DDA OPRA District and in the Historic District. Parcel Number 11-11-40-484-002.

The property located at 209 Pearl Street is the former Michigan Bell Telephone building. The property has formerly been used as a hostel and two small retail areas. Frank D's barbershop has been a long-term tenant to the building. In September of 2014, a fire destroyed the upper residential units of the building. Hedger Breed purchased the building in 2015 and the petitioners, Ypsilanti Property Alliance, LLC, have a contract purchase agreement with the owner. Ypsilanti Property Alliance is represented by Mark Maynard and Jesse Kranyak.

The Ypsilanti Property Alliance is seeking to redevelop the building to create 990 square feet of ground floor retail spaces, 3200 square feet of office/work space for creative professionals, and a single residential loft on the second floor. Frank D's barbershop has a lease through 2018. Additionally, as a Phase II to this project, the Ypsilanti Property Alliance is seeking to use the remaining 2,300 square foot on the first floor for a new business entity they are forming.

The 3200 sf of office/work space is being named Landline Creative Labs and is being tailored to Ypsilanti's growing community of creative professionals; graphic designers, web architecture, photography, film/video, illustration and writing. Three letters of intent for space rental have been secured for the spaces.

Proposed Redevelopment

The Ypsilanti Property Alliance LLC is seeking to rehabilitate this property into a relevant mixed-use space with office, retail, and restaurant. Conceptual costs for renovation are approximately $198,150 for Phase I and II, $290,900 for Phase III; total projects costs are approximately $489,050.

Items for immediate rehabilitation are: sprinkler system, plumbing, electrical, HVAC, roof, flooring, and interior finishing. Work is expected to be completed within one-year of approval for Phase I and II. Work for Phase III is anticipated in 2018.

OPRA Application

The applicant is requesting an Obsolete Property Rehabilitation Act (OPRA) exemption for 12 years. The OPRA would effectively freeze the value of the improvements on the property at the current taxable value, approximately $70,300. Investment and improvements to the properties

would not be taxed during the lifetime of the abatement. Initial estimates for renovation total over $489,050.

Staff is in receipt of a copy of the paid 2014 taxes and a copy of the deed verifying ownership by Hedger Breed and purchase agreement with Ypsilanti Property Alliance.

PROPERTY IMPACT

The petitioners will be bringing the current property up to code and making improvements to create, one residential unit, approximately 1000 square feet of commercial space, 3200 square feet of office/professional space, and 2300 square feet of entertainment/restaurant space. The total improvements are approximately $500,000 excluding purchase price. The petitioners would receive benefit of approximately $104,036 over the lifetime (12 years) of the OPRA certificate.

DDA

The DDA is aware of the request and has been supportive of the application. The DDA will meet on March 17th and provide a resolution of support if they so agree.

Staff Recommendation: Staff recommends approval of the OPRA request. The property has been underutilized and blighted for over a decade and this is a great opportunity to move forward improvements especially with the proximity to the commuter bus terminal on Pearl. This development also enhances other development occurring on North Washington.

Staff additionally recommends that Council caveat approval with a reversion clause if the petitioners are unable to secure DDA approval, a Certificate of Occupancy for the building within 24 months of approval, fail to complete Phase III within 36 months of approval, and/or become tax delinquent within any time during the 12 years.

ATTACHMENTS: Application, Business Plan, Improvement Plans, Pictures, and tax information.

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: _____

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____

Resolution No. 2016 -041
March 15, 2016

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, the Obsolete Property Rehabilitation Act, Public Act 146 of 2000 (the "Act"), provides for a tax incentive to encourage the redevelopment of obsolete buildings through the establishment of an Obsolete Property Rehabilitation District; and

WHEREAS, pursuant to PA 146 of 2000, the City of Ypsilanti is a Qualified Local Governmental Unit eligible to establish one or more Obsolete Property Rehabilitation Districts; and

WHEREAS, the Council of the City of Ypsilanti legally established an Obsolete Property Rehabilitation District that includes parcel #11-11-40-484-002 (209 Pearl) as part of a broader district including the three DDA districts on June 5, 2012 after a public hearing held on the same date as provided by section 3 of Public Act 146 of 2000; and

WHEREAS, the combined parcel at 209 Pearl has been certified functionally obsolete by the City Assessor per P.A. 146 in February, 2016; and

WHEREAS, the application relates to a rehabilitation program that when completed constitutes a rehabilitated facility within the meaning of Public Act 146 of 2000 and that is situated within an Obsolete Property Rehabilitation District established in the City of Ypsilanti eligible under Public Act 146 of 2000 to establish such a district; and

WHEREAS, the contract owners of the above referenced parcels, Ypsilanti Property Alliance, LLC, have submitted an application for an obsolete property as defined in section 2(h) of Public Act 146 of 2000 requesting an exemption for a period of 12 years as a function of the Act; and

WHEREAS, the application included all of the items described under "Instructions" (a) through (f) of the Application for Obsolete Property Rehabilitation Exemption Certificate; and

WHEREAS, Ypsilanti Property Alliance, LLC are not delinquent in any taxes related to the facility; and

WHEREAS, the owners of the above referenced parcel have proposed to rehabilitate currently vacant, blighted, and functionally obsolete structure into commercial space; and

WHEREAS, the commencement of the rehabilitation of the facility did not occur before the establishment of the Obsolete Property Rehabilitation District; and

WHEREAS, the taxable value of the property proposed to be exempt plus the aggregate taxable value of property already exempt under Public Act 146 of 2000 and under Public Act 198 of 1974 (IFT's) does not exceed 5% of the total taxable value of the City of Ypsilanti; and

WHEREAS the rehabilitation includes improvements aggregating approximately 100% of the true cash value of the property at commencement of the rehabilitation as provided by section 2(l) of Public Act 146 of 2000.

WHEREAS the completion of the rehabilitated facility is calculated to, and will at the time of issuance of the certificate, have the reasonable likelihood to, increase commercial activity, create employment, increase commercial activity, and revitalize urban areas in the community in which the facility is situated.

WHEREAS, the application was approved at a public hearing as provided by section 4(2) of Public Act 146 of 2000 on March 15, 2016 ; and

WHEREAS, the DDA has not opposed the issuance of OPRA certificate; and

WHEREAS, the following conditions are placed on the OPRA certificate, a Certificate of Occupancy for the building within 24 months of approval, fail to complete Phase III within 36 months of approval, and/or become tax delinquent within any time during the 12 years

NOW, THEREFORE, BE IT RESOLVED THAT the Ypsilanti City Council herby grants an Obsolete Property Rehabilitation Exemption for a period of 12 years for the real property, excluding land, located in the Obsolete Property Rehabilitation District which include parcel #11-11-40-484-002 (209 Pearl) pursuant to the provisions of PA 146 of 2000, as amended, subject to conditions above.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

Resolution No. 2016 -042
March 15, 2016

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

THAT the public hearing for approval of Obsolete Property Rehabilitation Exemption Certificate (OPRA) for Ypsilanti Property Alliance, LLC, parcel #11-11-40-484-002 be officially closed.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

Michigan Department of Treasury
3674 (Rev. 05-13)

Application for Obsolete Property Rehabilitation Exemption Certificate

This form is issued as provided by Public Act 146 of 2000, as amended. This application should be filed after the district is established. This project will not receive tax benefits until approved by the State Tax Commission. Applications received after October 31 may not be acted upon in the current year. This application is subject to audit by the State Tax Commission.

INSTRUCTIONS: File the original and two copies of this form and the required attachments with the clerk of the local government unit. (The State Tax Commission requires two copies of the Application and attachments. The original is retained by the clerk.) Please see State Tax Commission Bulletin 9 of 2000 for more information about the Obsolete Property Rehabilitation Exemption. The following must be provided to the local government unit as attachments to this application: (a) General de scription of the obsolete facil ity (year built, original use, most recent use, number of stories, square footage); (b) General description of the proposed use of the rehabilitated facility, (c) Description of the general nature and extent of the rehabilitation to be undertaken, (d) A descriptive list of the fixed building equipment that will be a part of the r ehabilitated facility, (e) A time schedule for undertaking and completing the rehabilitat ion of the facility, (f) A statement of the economic advantages expected from the exemption. A statement from the assessor of the local unit of government, describing the required obsolescence has been met for this building, is required with each application. Rehabilitation may commence after establishment of district.

Applicant (Company) Name (applicant must be the OWNER of the facility): Mark Maynard / Jesse Krenzak / Ypsilanti Property Alliance, LLC		
Company Mailing address (No. and street, P.O. Box, City, State, ZIP Code): P.O. Box 980301 Ypsilanti, MI 48198		
Location of obsolete facility (No. and street, City, State, ZIP Code): 209 Pearl Street		
City, Township, Village (indicate which): Ypsilanti	County: Washtenaw	
Date of Commencement of Rehabilitation (mm/dd/yyyy): 04/30/2016	Planned date of Completion of Rehabilitation (mm/dd/yyyy): 08/30/2016	School District where facility is located (include school code): YCS
Estimated Cost of Rehabilitation: $198,150	Number of years exemption requested: 12	Attach Legal description of Obsolete Property on separate sheet

Expected project likelihood (check all that apply):

- [x] Increase Commercial activity
- [x] Retain employment
- [x] Revitalize urban areas
- [x] Create employment
- [ ] Prevent a loss of employment
- [x] Increase number of residents in the community in which the facility is situated

Indicate the number of jobs to be retained or created as a result of rehabilitating the facility, including expected construction employment _____

Each year, the State Treasurer may approve 25 additional reductions of half the school operating and state education taxes for a period not to exceed six years. Check the following box if you wish to be considered for this exclusion. [x]

APPLICANT'S CERTIFICATION

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all of the information is truly descriptive of the property for which this application is being submitted. Further, the undersigned is aware that, if any statement or information provided is untrue, the exemption provided by Public Act 146 of 2000 may be in jeopardy.

The applicant certifies that this application relates to a rehabilitation program that, when completed, constitutes a rehabilitated facility, as defined by Public Act 146 of 2000, as amended, and that the rehabilitation of the facility would not be undertaken without the applicant's receipt of the exemption certificate.

It is further certified that the undersigned is familiar w ith the provisions of Public Act 146 of 2000, as amended, of the Mich igan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an O bsolete Property Rehabilitation Exemption Certificate by the State Tax Commission.

Name of Company Officer (no authorized agents): Mark Maynard	Telephone Number: 734-516-1432	Fax Number:
Mailing Address: P.O. Box 980301, Ypsilanti, MI 48197		Email Address: markmaynard11@gmail.com
Signature of Company Officer (no authorized agents):		Title: President, Ypsilanti Property Alliance

LOCAL GOVERNMENT UNIT CLERK CERTIFICATION

The Clerk must also complete Parts 1, 2 and 4 on Page 2. Part 3 is to be completed by the Assessor.

Signature	Date application received

FOR STATE TAX COMMISSION USE		
Application Number	Date Received	LUCI Code

OPRA Application
March 3, 2016
Ypsi Property Alliance, LLC

Members of Council,

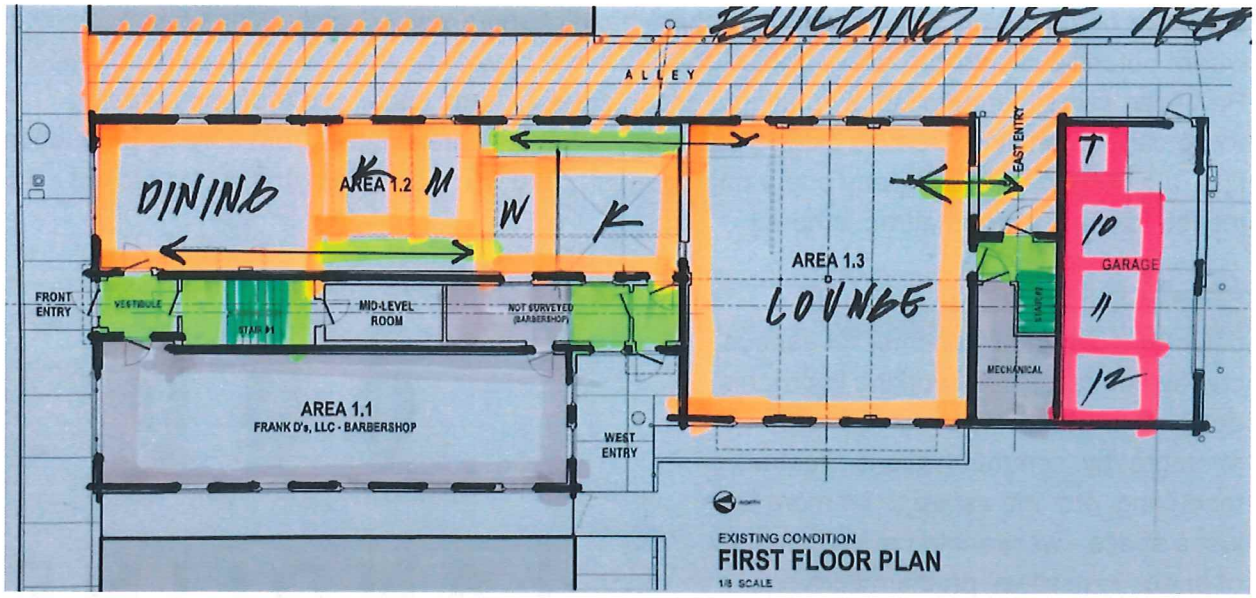
On behalf of our soon-to-be-formed real estate development company, Ypsilanti Property Alliance, LLC, we would like to request a 12-year property tax exemption under the terms of the Obsolete Property Rehabilitation Act (OPRA), PA 146 of 2000, for the property located at 209 Pearl Street, in downtown Ypsilanti. In accordance with the Act, the property, which we are currently under contract to purchase, is located in the established Obsolete Property Rehabilitation District. Furthermore, as of two weeks ago, the city's assessor has deemed the property, which has been largely vacant since a September 2014 fire, to be "obsolete." Following is background on the project, which we intend to present in person during your March 15 session.

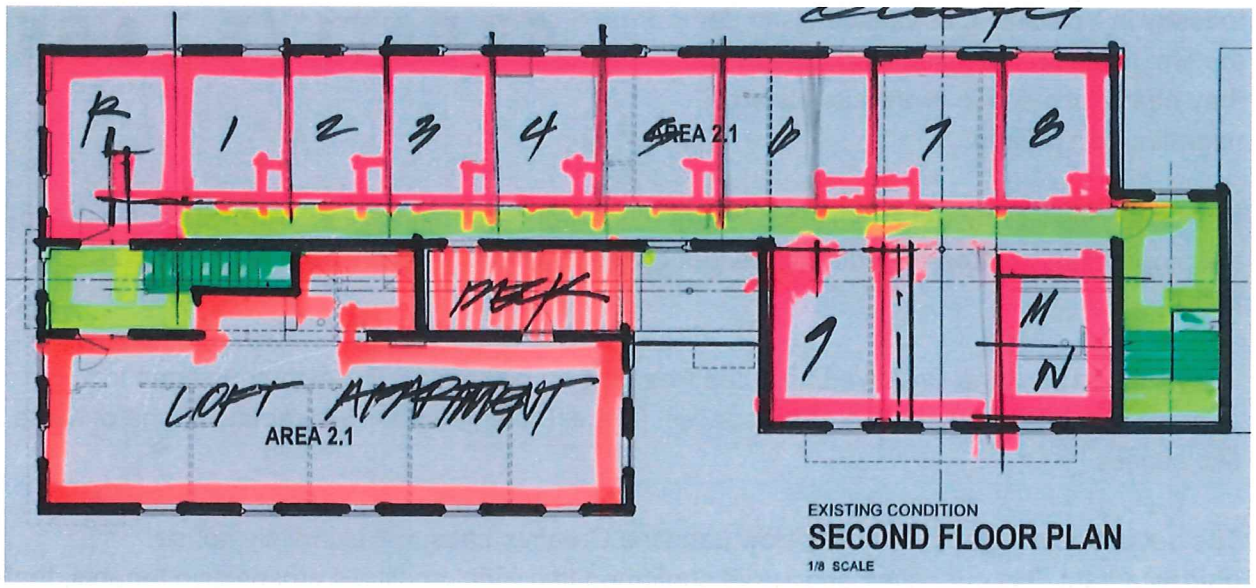
Sincerely,
Mark Maynard and Jesse Kranyak

[redacted]

PROJECT OVERVIEW:

209 Pearl Street, the former Michigan Bell Telephone building which sits across from the Ypsilanti transit center, has been in decline for the past several decades. Most recently, it had been a residential hotel well known to authorities. That use, however, came to an end September 2014, when a fire in one of the small bedroom units caused the upper floor to be gutted. While Frank D's barber shop, on the ground floor, has been able to remain in operation, the rest of the building has been vacant since. It is our objective to, in three stages, not only bring the property back to code, but establish it as a central component in Downtown Ypsilanti's redevelopment.





OUR VISION:

Ypsilanti has, for years, attempted unsuccessfully to lure high tech startups to the city. It is our belief that, instead, we should be focusing on the development of the creative class, those serving the high tech community of Ann Arbor, as well as business and academic entities across the region. With the rising rents in Ann Arbor, it's well known that creative professionals are beginning to make their way to Ypsilanti, but, to date, there hasn't been a single place for these individuals to come together, leverage their collective talents, and attract the attention of potential clients. People in this region, in short, know that Ypsilanti is fast becoming the creative

epicenter of the region, but, up until now, there hasn't been a visible point of connection, a place where potential clients can easily access these service providers. And it's our hope that 209 Pearl can serve that function, by putting a dozen creative firms under one roof, in an space we're calling Landline Creative Labs. [Presently we have letters of intent from a video production firm, a graphic design company and a photographer, and we're confident that, if this project moves forward, we can attract others.]

Landline Creative Labs will be the downtown Ypsilanti epicenter for serious creative professionals working in graphic design, film/video, web architecture, photography, communications, illustration, marketing, etc. We aspire to be more than just a space - we want to be a community of bright, inquisitive, problem solvers working together to create a viable creative industry in Ypsilanti. Our intention is to be the first place that people think of when they hear that creative professionals are migrating to Ypsilanti.

LANDLINE
CREATIVE LABS

Altogether, we will have 3,200 square feet of office/work space for creative professionals within the property at 209 Pearl [2,400 square feet on the 2nd floor, and 830 square feet on the 1st floor].

In addition to Landline Creative Labs, 209 Pearl, when completed, will also house one loft apartment and two ground floor retail spaces. [Frank D's barbershop will remain in one of those two spaces.]

The second retail space, directly below Landline Creative Labs, will ultimately house bar/restaurant. It is our belief, and we've confirmed this with Landline's prospective tenants, that the addition of this bar/restaurant, which we hope to have open within nine months of launching Landline, will not only draw additional people to the building, where they'll learn about what we're doing, but also serve as an extension of Landline, where our creative professionals can meet with their clients, etc. [While nothing has yet been decided, we're imaging the bar will be cool and low-key.]

OUR THREE PHASES:

We are envisioning that the project will proceed in three phases.

First, we will bring the building back to code. During this phase, we will repair the fire damage, add a fire suppression system, fix the roof, replace broken windows and improve the front entryway. This work will commence immediately upon purchase of the building and the decision of Council as to the OPRA. Our estimate, which could change depending on the schedules of the tradespeople we will be working with, is that this work could be completed within three months time.

Second, we will build out the second floor loft apartment and the Landline Creative Labs space, which includes nine office spaces on the second floor, and two on the first floor, at the back of the building. As much of this work can begin concurrently with the work being done in Phase I, our hope is that the entire second floor could be ready for occupancy by the end of this summer.

Third, we will "white box" a restaurant/bar space in the first floor retail area, facing the transit center. Our hope is to have completed the white-boxing of this final space by the end of 2016, so that a restaurant can be opened in early 2017.

FINANCIALS:

We have come to terms with the Bank of Ann Arbor on financing, and, pending the result of the appraisal, we will be closing on the building in late March. With our capital, and the investment of the bank, we will be purchasing the building for $150,000, and investing another $200,000 toward the work outlined above. Specifically, we plan to do the following.

Fire Suppression: $40,750
Plumbing: $48,500
Electrical: $35,000
HVAC: $19,050
Trim Work: $1,200
Ceilings: $4,000
Roof Repair: $600
Flooring: $10,000
Drywall and Finish: $7,200
Painting: $800
Doors and Windows: $11,050
Loft Appliances: $5,000
Loft Finish: $15,000

Subtotal Estimate: $198,150

Estimated additional man hours provided by owners: $15,000
to include contracting fees & general labor, not included in loan

Total Estimate: $213,150

In addition to these investments, we expect that we will have to spend approximately $290,900 more in order to complete the build-out of the restaurant on the ground floor. [We are presently talking with investors about the financing of this final stage in the development of 209 Pearl.]

[See the quote from Phoenix Contractors for Phase III attached.]

When everything has been completed, we estimate that we will have put close to $500,000 into this property, creating an important community asset for decades to come, and something that will encourage others to invest in downtown Ypsilanti right now.

ABOUT US:

Mark Maynard is a founder of the Shadow Art Fair, the owner of the city's most read blog, and host of a local radio program, where, among other things, art, culture and entrepreneurship are discussed in depth. He is a trustee of the Ann Arbor Awesome Foundation and has served on both the Ypsilanti 2020 Commission and the Ann Arbor LDFA. He works in marketing and business development for a local university, knows the community as a downtown homeowner, and is an active member of Ypsilanti's creative community. His wife, Linette Lao, is the owner of the successful graphic communications firm Invisible Engines, which will be an anchor tenant within the creative professional space being developed at 209 Pearl.

Jesse Kranyak is a Marine Corps veteran, former Peace Corps volunteer, University of Michigan graduate and local business owner. He has been working professionally in the restaurant business for over 15 years in all aspects; from dishwasher to general manager and owner operator. Under his management and ownership, The Wurst Bar in Ypsilanti has made headlines several times regionally and nationally, appearing in Serious Eats and on the television show Under the Radar. The Wurst Bar has also named "Best Bar in Washtenaw County" by the Metro Times several years running.

WHY THE OPRA IS IMPORTANT:

Even though we are incredibly optimistic about our vision , development, as you know, is a risky business, and it's conceivable that, without a 12-year OPRA, we may not be able to move forward on this project. Because of the costs involved in upgrading the building, there is a significant long term gap that will be difficult to overcome if not for the OPRA.

It should also be noted that there are several other upgrades we intend to do in addition to what we've outlined above, which will be impossible without the OPRA. These include an upgrade in flooring materials, various energy efficiency improvements, and the construction of a shared

conference room for our tenants, to name just a few. These are all things that would increase the long taxable term value of the building, but cannot be undertaken without the OPRA.

POSITIVE IMPACT:

Not only will this project save a building that is fast falling into disrepair, and increase its taxable value considerably, it will also help stabilize the neighborhood in which it exists. If successful, even in our very first stages, we will be bringing new employees into the city, all of whom will be working eight hours a day or longer, eating at local restaurants, shopping at local stores and taking advantage of local nightlife. They will also, by their very presence, be helping to change perceptions about this particular block of Pearl Street, which houses our local transit center, and extend the activity of the downtown.

While both prospective owners of 209 Pearl live in the area, and have no issue with the transit center, it is worth noting, we think, that a negative perception exists. And we feel as though our investment in 209 Pearl can only help to improve that perception and increase vibrancy in the area. What we have in mind, in our opinion, is just the very thing that the Washington Street corridor needs - a solid anchor of over 20 creative professionals upon which we, as a community, can build. In this one development, we can take what had been a negative for this community - an obsolete, near vacant former rooming house that people still talk negatively about, even a year and a half after the fire - a turn it into an example of what Ypsilanti can be - a regional center for those individuals who economic development professionals like to call the "creative class." With 11 offices, most of which will house two or more creative professionals each, we have no doubt that our impact will be significant. And that's just in our first phase, before we build out and open the bar/restaurant on the ground floor. What's more, we really do believe that, if we're successful, others will follow.

And the people we've talked with at SPARK and the LDFA, for what it's worth, seem to agree. The best path forward for Ypsilanti, I think we've all come to accept, is to focus on what we do well and grow organically, and, increasingly, what we do well is graphic design, video production, photography, web architecture, etc. Ypsilanti is fast gaining a reputation as our region's creative hub, and we need to capitalize on that fact. And 209 Pearl can help us do that.

Without investment, however, the building will continue to deteriorate. The fire damage will go unrepaired. The roof leaks will worsen. And the property will continue to sit vacant, losing value.

209 Pearl, if you agree to help us by approving this 12-year OPRA, though, could be hugely impactful for downtown Ypsilanti. Not only would the building itself be one more critical infrastructure piece in Ypsilanti's advancement, but we think that we're well positioned to create a vital hub for our growing creative community.

209 Pearl
PHASE I

PURCHASE PRICE: $150,000
CONTRACTED WORK ESTIMATES: $143,750
SELF CONTRACTED WORK ESTIMATES: $59,750

SPRINKLER

Our estimate from Dan Rees (Ann Arbor Fire Suppression) came in at: $40,750

This would cover the entire building.

Dan's estimate:

Scope:
1. Provide labor and material to on a design build bases to add a wet pipe sprinkler system for the first floor, second floor, and basement for the existing wood building area with a residential portion of the building on the second floor. The system will be based on a non-separated building and design to comply with NFPA-13 and local authority have jurisdiction.
2. All engineering, preparation of shop drawings, submittal and permit fees, fabrication, installation and supervision.
3. All freight charges on tools and materials delivered to the job site.

Qualifications:
1. No painting of pipe or pipe id.
2. Quote is based on adequate water supply from the existing water mains to supply the sprinkler demand.
3. No underground. Work shall start inside the building at a minimum 4" flanged connection supplied by others.
4. No electrical or fire alarm work.
5. No overtime – all work performed during normal working hours (7:00 a.m. – 3:30 p.m. Monday through Friday).
6. No special systems (i.e. preaction, anti-freeze, CO2, FM200, etc.).
7. New sprinklers shall be brass upright in exposed areas on exposed pipe. 8. No insurance submittals or design criteria above NFPA-13
9. Quote is based on sketch of preliminary building use with no ceiling plan. Final pricing shall be based on final drawings submitted for building permit.
10. 10% of the total price will be billed upon submitting for city approval to cover engineering expenses and monthly billing will be based on the percent of work to be completed. Payment is net 30 days from date on the invoice.

Budget Price:
$ 40,750.00

PLUMBING

We provided the bank with an estimate of $48,500, as we removed a few items from the following estimate, like the cutting of the cement on the restaurant space to accommodate a drain line, which we can do ourselves.

Our estimate from Jayson West (JTW Pipes) came in at: $53,100

Jayson's estimate:

Pressure tests: $1,000
9 new fixtures: $3,200
Drain waste vent: $7,500
H2O distribution: $6,800
meter and feed size ?
H2O heater description: $8,000
[estimate two heaters with return and aqua state electrical by other]
Floor to break open saw cut 30 feet: $4,400
Re-cement floor: $1,100
basement plan?
Shower: $1,500
Tubs: $2,200
Fire stop per floor: $1,500
pvc, copper, and extra, material needed for systems to be complete:
$6,500
Permits and fees: $1,100
Two urinals: $1,000
all sinks and equipment by owner install labor: $5,300
2nd floor units need own H2O heater system: $2,000
garage?
TOTAL: $5,3100 dollars

ELECTRICAL

We presented the bank with a plan for $35,000, as the service upgrade won't be necessary until we reach the second phase of development and open the restaurant on the first floor.

Our estimate from Tom Towler came in at: $50,000

Tom's estimate:

upstairs art rooms	$9,000.00
apartment	$5,000.00
restaurant	$15,000.00
basement	$2,500.00
service upgrade	$15,000.00
misc. and permits	$3,500.00
total	$50,000.00

HVAC

Our estimate from Ed Walters (Al Walters Heating and Cooling) came in at: $19,050

Ed's estimate:

All second floor ductwork $19,050

SELF-CONTRACTED WORK:

TRIM

$1,200

CEILING WORK

2,400 square feet of drop ceiling, faux tin: $4,000

ROOF REPAIR

$600

FLOORING

Workspaces 2400 sq ft total; $10,000
500 sq ft entry and hallway wood flooring
1650 sq ft raw flooring for spaces

250 sq ft bathroom tiling
Apartment 1015 sq ft total
300 sq bathroom tiles
715 sq ft wood floor

DRYWALL AND FINISH

$7,200 (at $1.10 per square foot)

DOORS AND WINDOWS

Office entry doors; 8 @ $4,400
Commercial Entry; 4 @ $2500
Windows; 3 glass block $750
Windows; 6 custom replacements $2400
Windows; Clean remaining and repair $900

PAINTING

$800 (materials only)

FINISH APARTMENT BATHROOM

$5,000

FINISH APARTMENT BATHROOM

$15,000

APARTMENT APPLIANCES

$5,000

PHOENIX

February 17, 2016

Mark Maynard
Jesse Kranyak

Gentlemen:

I have reviewed the concept plans and list of inclusions for your phase 2 work at 209 Pearl Street, Ypsilanti, MI in an email dated February 11, 2016. While these are very preliminary in nature, my opinion is that the cost to do this work is at least $290,900. This is very conceptual pricing, but I feel confident that the final cost, excluding architectural, engineering, or carrying costs, will be at least that much.

Please contact me if you have any questions.

Best,

[redacted]

William D. Kinley, CEO
[redacted]

PHOENIX CONTRACTORS, INC. • THE PHOENIX COMPANY, REALTORS
2111 GOLFSIDE, YPSILANTI, MI 48197-1145
734-487-9640 • FAX: 487-1252 • phoenix@phoenixco.biz

Hedger C. Breed Property
209 Pearl
OPRA Estimates
Prepared by City Assessor

								STATE EX EXPIRES						OPRA EXPIRES
	Tax Year	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Land	Est. Value	29,100	29,973	30,872	31,798	32,752	33,735	34,747	35,789	36,863	37,969	39,108	40,281	41,490
Value	Est. Taxes	$2,230	$2,296	$2,365	$2,436	$2,509	$2,585	$2,662	$2,742	$2,824	$2,909	$2,996	$3,086	$3,179
Frozen	Frozen Value	41,200	17,480	17,480	17,480	17,480	17,480	17,480	17,480	17,480	17,480	17,480	17,480	17,480
Bldg Value	Est. Taxes	$2,415	$1,025	$1,025	$1,025	$1,025	$1,025	$1,025	$1,025	$1,025	$1,025	$1,025	$1,025	$1,339
Rehab	Est. Value	121,100	124,733	128,475	132,329	136,299	140,388	144,600	148,938	153,406	158,008	162,748	167,631	172,660
Value	Est. Taxes	$1,453	$1,497	$1,542	$1,588	$1,636	$1,685	$3,470	$3,575	$3,682	$3,792	$3,906	$4,023	$13,274
Total Est. Taxes		$6,098	$4,818	$4,932	$5,049	$5,170	$5,294	$7,157	$7,341	$7,531	$7,726	$7,927	$8,134	$17,792

BENEFIT OF OPRA

	Tax Year	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Total Est. TV		191,400	172,186	176,827	181,608	186,531	191,603	196,827	202,207	207,749	213,457	219,336	225,392	
Total Est. Taxes	without OPRA	$14,665	$13,193	$13,548	$13,915	$14,292	$14,680	$15,081	$15,493	$15,917	$16,355	$16,805	$17,269	
Benefit of OPRA		$8,567	$8,375	$8,617	$8,866	$9,122	$9,386	$7,923	$8,152	$8,387	$8,629	$8,878	$9,135	$104,036

LOSS TO THE CITY

	Tax Year	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Total Est. TV		191,400	172,186	176,827	181,608	186,531	191,603	196,827	202,207	207,749	213,457	219,336	225,392	
City Operating Mills		21.8025	21.8025	21.8025	21.8025	21.8025	21.8025	21.8025	21.8025	21.8025	21.8025	21.8025	21.8025	
Loss in City Revenue		$4,173	$3,754	$3,855	$3,959	$4,067	$4,177	$4,291	$4,409	$4,529	$4,654	$4,782	$4,914	$51,566

	April 2016	May 2016	June 2016	July 2016	August 2016	September 201	October 2016	November 2016	December 2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
EXPENSES																				
Mortgage principle	$600.00	$600.00	$600.00	$600.00	$600.00	$600.00	$600.00	$600.00	$600.00	$7,200.00	$7,200.00	$7,200.00	$7,200.00	$7,200.00	$7,200.00	$7,200.00	$7,200.00	$7,200.00	$7,200.00	$7,200.00
Mortgage interest	$1,400.00	$1,400.00	$1,400.00	$1,400.00	$1,400.00	$1,400.00	$1,400.00	$1,400.00	$1,400.00	$16,800.00	$16,800.00	$16,800.00	$16,800.00	$16,800.00	$16,800.00	$16,800.00	$16,800.00	$16,800.00	$16,800.00	$16,800.00
Utilities	$800.00	$800.00	$800.00	$800.00	$800.00	$800.00	$800.00	$1,000	$1,000.00	$12,000.00	$12,120.00	$12,241.20	$12,363.61	$12,487.25	$12,612.12	$12,738.24	$12,865.62	$12,994.28	$13,124.22	$13,255.47
Internet	$100.00	$100.00	$100.00	$100.00	$100.00	$100.00	$100.00	$100.00	$100.00	$1,200.00	$1,212.00	$1,224.12	$1,236.36	$1,248.72	$1,261.21	$1,273.82	$1,286.56	$1,299.43	$1,312.42	$1,325.55
Maintenance	$1,500.00	$1,500.00	$1,500.00	$1,500.00	$1,500.00	$1,500.00	$1,500.00	$1,500.00	$1,500.00	$18,000.00	$18,180.00	$18,361.80	$18,545.42	$18,730.87	$18,918.18	$19,107.36	$19,298.44	$19,491.42	$19,686.33	$19,883.20
Marketing	$3,000.00	$250.00	$250.00	$250.00	$250.00	$250.00	$250.00	$250.00	$250.00	$1,200.00	$1,212.00	$1,224.12	$1,236.36	$1,248.72	$1,261.21	$1,273.82	$1,286.56	$1,299.43	$1,312.42	$1,325.55
Construction contingency	$6,666.00	$6,666.00	$6,666.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Business services	$200.00	$200.00	$200.00	$200.00	$200.00	$200.00	$200.00	$200.00	$200.00	$2,400.00	$2,424.00	$2,448.24	$2,472.72	$2,497.45	$2,522.42	$2,547.65	$2,573.12	$2,598.86	$2,624.84	$2,651.09
Janitorial/Garbage	$200.00	$200.00	$200.00	$200.00	$200.00	$200.00	$200.00	$200.00	$200.00	$2,400.00	$2,424.00	$2,448.24	$2,472.72	$2,497.45	$2,522.42	$2,547.65	$2,573.12	$2,598.86	$2,624.84	$2,651.09
Insurance	$700.00	$700.00	$700.00	$700.00	$700.00	$700.00	$700.00	$700.00	$700.00	$8,400.00	$8,484.00	$8,568.84	$8,654.53	$8,741.07	$8,828.48	$8,916.77	$9,005.94	$9,096.00	$9,186.96	$9,278.83
Taxes	$1,222.00	$1,222.00	$1,222.00	$1,222.00	$1,222.00	$1,222.00	$1,222.00	$1,222.00	$1,222.00	$13,193.00	$13,548.00	$13,915.00	$14,292.00	$14,680.00	$15,081.00	$15,493.00	$15,917.00	$16,355.00	$16,805.00	$17,269.00
TOTAL	$16,388.00	$13,638.00	$13,638.00	$6,972.00	$6,972.00	$6,972.00	$6,972.00	$7,172.00	$7,172.00	$82,793.00	$83,604.00	$84,431.56	$85,273.73	$86,131.54	$87,007.06	$87,898.32	$88,806.37	$89,733.27	$90,677.05	$91,639.77
REVENUE																				
Landline (1st floor)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$250.00	$250.00	$3,000.00	$4,800.00	$4,944.00	$5,092.32	$5,245.09	$5,402.44	$5,564.52	$5,731.45	$5,903.39	$6,080.50	$6,262.91
Landline (2nd floor)	$0.00	$0.00	$0.00	$0.00	$520.00	$520.00	$520.00	$520.00	$520.00	$8,034.00	$9,921.60	$11,982.88	$13,977.60	$14,396.93	$14,828.84	$15,273.70	$15,731.91	$16,203.87	$16,689.99	$17,190.68
Loft apartment	$0.00	$0.00	$0.00	$0.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$12,000.00	$12,000.00	$12,360.00	$12,730.80	$13,112.72	$13,506.11	$13,911.29	$14,328.63	$14,758.49	$15,201.24	$15,657.28
Retail 1 (barbershop)	$800.00	$800.00	$800.00	$800.00	$800.00	$800.00	$800.00	$800.00	$800.00	$9,600.00	$9,600.00	$12,000.00	$12,360.00	$12,730.80	$13,112.72	$13,506.11	$13,911.29	$14,328.63	$14,758.49	$15,201.24
Retail 2 (restaurant)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$18,000.00	$24,000.00	$30,000.00	$36,000.00	$42,000.00	$42,000.00	$42,000.00	$42,000.00	$42,000.00	$42,000.00	$42,000.00
TOTAL	$800.00	$800.00	$800.00	$800.00	$2,320.00	$2,320.00	$2,320.00	$2,570.00	$2,570.00	$50,634.00	$60,321.60	$71,286.80	$80,160.72	$87,485.54	$88,850.11	$90,255.61	$91,703.28	$93,194.38	$94,730.21	$96,312.12
NET	-$15,588.00	-$12,838.00	-$12,838.00	-$6,172.00	-$4,652.00	-$4,652.00	-$4,652.00	-$4,602.00	-$4,602.00	-$32,159.00	-$23,282.40	-$13,224.76	-$5,113.01	$1,354.00	$1,843.05	$2,357.29	$2,896.91	$3,461.11	$4,053.16	$4,672.35
TOTAL LOSS	-$123,737.30																			
ADDITIONAL INVESTMENT	By November 2016, we intend to invest additional funds in the building in order to prepare the second ground floor retail space for occupancy.																			
	Our quote from Phoenix Contracting to have this work completed is $260,000. As we do not yet have our loan for this final phase of construction,																			
	it's impossible to forecast out what our payments might be. For the purposes of this OPRA, however, you should know that significantly more								$15,600.00											
	money is going to be invested in 209 Pearl than is outlined above.																			

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Project at 209 Pearl

Building Community at the Intersection of the Culinary and the Creative

BUSINESS PLAN

PREPARED DECEMBER 2015

Contact Information

Jesse Kranyak
jesse@wurstbarypsi.com

209
Ypsilanti, MI 48197

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Opportunity

Problem

Over the past several years, it's become generally accepted that Ypsilanti is becoming home to a disproportion number of our region's creative professionals. In part this is due to the fact that today's young professionals, unlike their predecessors, long to live in urban environments where they can more actively engage in community. Creative professionals, however, are also coming to Ypsilanti because they're being squeezed out of the Ann Arbor market. As *The Ann* magazine recently observed, "While Ann Arbor remains the hub of Washtenaw County's arts economy, and its economy in general, the affordability and less stratified feel of Ypsilanti are drawing creative energy eastward." [See the article from the July 2015 edition of *The Ann* attached.]

Unfortunately, at the same time young creatives are migrating to Ypsilanti in unprecedented numbers, there's no established place for them to work. While clients abound in Ann Arbor, between the academic sector and the budding tech community, as of right now, there's no central place for Ypsilanti's creative community to put down roots, attain critical mass, and grow. While we have graphic designers working from their homes, and video production teams working in coffee shops, there's no single place for potential clients, and creative professionals themselves, to plug in. Simply put, people know that Ypsilanti is where the creatives are, but they don't know how to find them.

For a time, Spur Studios aspired to fill that role. While somewhat outside of downtown Ypsilanti, they were able to start creating a community of artists. This, however, was relatively shortlived, as the property housing Spur sold this past summer, forcing tenants to make other arrangements. [See the article from the June 2015 issue of *Concentrate* attached.] While it's true that other spaces are being launched, they are all outside of downtown, and cater more to artists than creative professionals.

"*Indeed, the new players in the Ypsilanti economy show the long-struggling town of 20,000 moving beyond its blue-collar, heavy-industry past into a diverse jobs base that pulls from academia, urban agriculture and the arts.*" - The Ann Magazine

Solution

We intend to provide 12 attractive, convenient, affordable office/studio spaces for creative professionals, right in downtown Ypsilanti, where the creative community can begin to coalesce. While we don't intend to provide services for these tenants, we are convinced that good things will happen once members of this community begin to come together, share expertise, learn from one another, join together to serve clients, etc. And our initial discussions with potential tenants have only reinforced this belief. [The following architectural plans show the 12 units referenced, outlined in pink.]

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Executive Summary

Who We Are

The Ypsilanti Property Alliance, LLC has been formed by partners Jesse Kranyak and Mark Maynard to purchase and develop Ypsilanti's 209 Pearl Street, a former Michigan Bell Telephone building turned boarding house, which was left largely vacant after a fire on September 11, 2014.

The proposed development of 209 Pearl Street, in Ypsilanti's downtown business district, has three distinct components.

- On the ground floor, we will be leasing 4,600 square feet of retail space fronting on Pearl Street, facing the Ypsilanti Transit Station. [990 square feet has already been leased.]
- On the second floor, we will lease one residential loft space of 1,015 square feet. [A tenant has already signed a letter of intent.]
- Split between the two floors, we will operate 3,230 square feet of modern office/work space tailored to Ypsilanti's growing community of creative professionals; graphic design, web architecture, photography, film/video, illustration, writing, etc.

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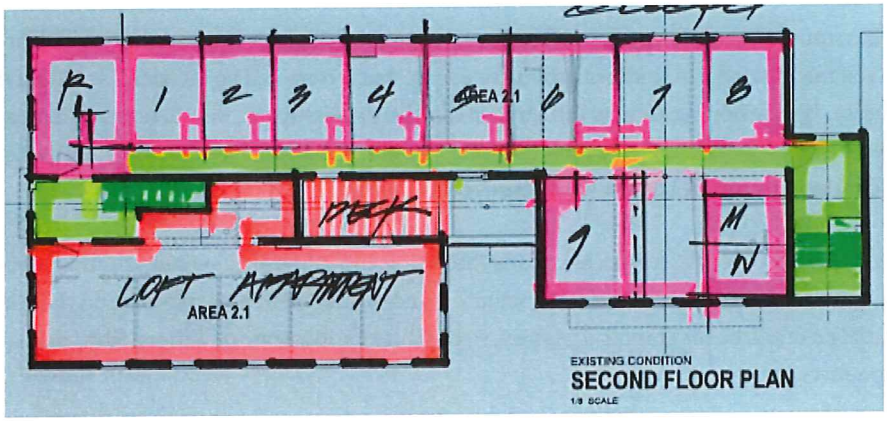

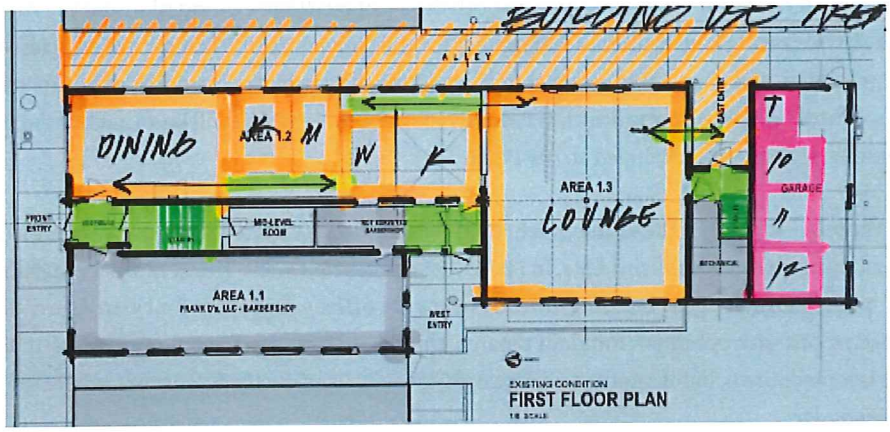

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Competition

Ypsilanti does has some finished downtown office space. What it doesn't have is community. If you are a photographer, you might be able to find a suitable office space, but it may well be between a social services non-profit and a dentist. We are hoping, that by focusing on creative professionals, we will not only have a market advantage, given current trends, but that we might actually be able to build something impactful, where we can leverage individual tenants for the benefit of the greater community.

As noted earlier, there are other artists spaces coming into being, like Alloy Studios, but, to our knowledge, those are not downtown, and they tend to cater to painters, sculptors and the like. While we may take on these kinds of tenants, our initial push will be for graphic designers, web architects, illustrators, writers, film/video production groups, photographers, etc.

Why Us?

Our founders are trusted in the community and have experience in this area.

Mark Maynard is a founder of the Shadow Art Fair, the owner of the city's most read blog, and a host of a local radio program where, among other things, art, culture and entrepreneurship are discussed in depth. He is a trustee of the Ann Arbor Awesome Foundation, and has served on both the Ypsilanti 2020 Commission and the Ann Arbor LDFA. He works in marketing and business development for the University of Michigan, knows the community as a downtown homeowner, and is an active member of the creative culture in Ypsilanti. His wife, Linette Lao, is the owner of the successful graphic communications firm Invisible Engines, which will be an anchor tenant within the creative professional space being developed at 209 Pearl.

Jesse Kranyak, the other partner in the development of 209 Pearl, is a successful local restauranteur with a reputation for running quality establishments. In Phase II of our development, Kranyak will be operating a bar/restaurant on the 1st floor of the building, directly below the office/work space for creative professionals. Given initial discussions with potential 2nd floor tenants, this is something that would very much draw them to the space. Not only is it downtown, but it's going to have a cool, low-key bar directly downstairs, where they can meet with clients, friends, etc.

It's also worth noting that we don't just predict that people will be interested in the office/work space. We know it. Of the first half dozen people we've told about the space, we already have three letters of interest. [See attached.]

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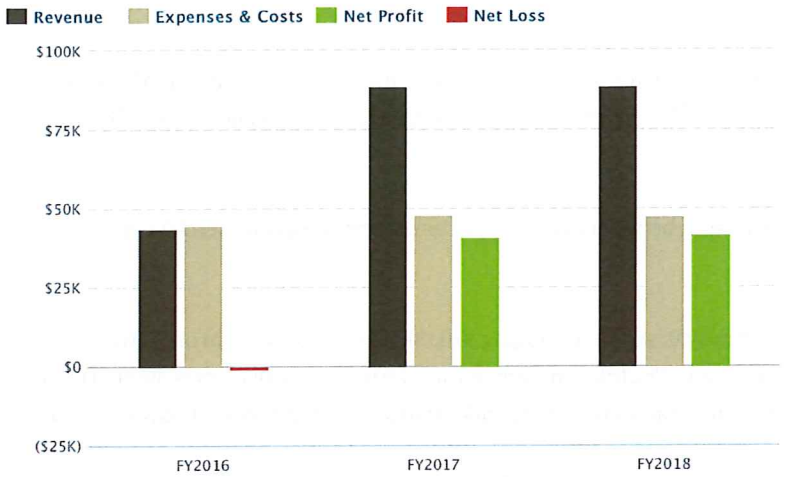
Financial Highlights by Year



What We Sell

As the demand for residential loft spaces is high in downtown Ypsilanti, and as there is already a proven, dependable tenant in the currently available 1st floor retail space, the key during Phase I of this project will be the leasing of the 12 office/studio spaces we're building out for creative professionals. Toward that end, we are not merely selling space at 209 Pearl, we are creating a space where connections can be made, clients can be shared, and our creative community can evolve to the fullest of its potential. Leasing office/studio space in our development will give creative professionals access to a community. [note: With the closing of Spur Studios in Ypsilanti there has been a much written about void in the creative community. We believe, based on our knowledge of the situation, that our space could be perfectly situated to fill that space.]

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Financial Summary

Financial Highlights

The total cost of Phase I is estimated to be $320,000. This includes the purchase of the building at $150,000, or $16 per square foot, which is considerably lower than current market rate. [The entire building is 9,375 gross square feet.]

Project financing will be split between two entities; the owners and a commercial rehab loan from Bank of Ann Arbor.

Owners Maynard and Kranyak will be leveraging $70,000 in personal cash in order to obtain a rehabilitation loan from the Bank of Ann Arbor. The total amount of the loan will cover all costs estimated to bring the building up to code and open the following commercial and residential units, listed here with expected rental revenues:

- 1,050 square foot residential loft: $1,000/month [tenant has already signed letter of intent]
- 990 square foot ground floor retail space: $1,000/month [current tenant, Frank D's Barber Shop, has a lease through 2018]
- 3,200 square foot office/work space for creative professionals [2,400 square foot 2nd floor, 830 square foot 1st floor]. Averaging $200/month per unit for 12 units, this would bring in $2,400 month at full occupancy. [Letters of interest have been signed by three potential tenants.]

In phase two of this project, the owners, Kranyak and Maynard, will be opening a new business entity in the remaining 2,380 square feet of the first floor. This business, when operational, will be paying $3,000/month in rent.

Total potential Phase I rental income: $4,400

Total potential Phase II rental income: $7,400

[For the purposes of forecasting, we are estimating an 80% occupancy rate across the entire property.]

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Company

Who We Sell To

Given that 209 Pearl will have several facets, it difficult to single out any one demographic. At a high level, however, it's safe to say that our success will in large part be driven by the fact that, now moreso than ever, young creative professionals are choosing to live and work in urban communities like Ypsilanti.

209 Pearl would be one of several new developments in Ypsilanti catering to what you could refer to as the new creative class. From bars and restaurants like The Wurst Bar and Beezys, to co-working spaces like Back Office Studio, Ypsilanti is seeing a surge in businesses that speak to young entrepreneurs and people who care about things like local food and drink. And, as a result, downtown residential loft spaces have a waiting list of over one year. What we don't have downtown presently, though, is a single place for our creative community to come together and build momentum. We have graphic designers working in the homes, and filmmakers working in coffee shops. Our hope is that, with 209 Pearl, we can take that next step. And, based on our initial discussions with potential tenants, we're confident that this will happen.

Company Overview

The property management company Ypsilanti Property Alliance, LLC will be managed and owned by the partnership team of Maynard and Kranyak. In Phase I of this project there are three distinct components;

- 1,050 square foot residential loft.
- 990 square foot ground floor retail space
- 3,200 square foot office/work space for creative professionals

In Phase II of this project, the owners, Kranyak and Maynard, will be opening a new business entity in the first floor space which is remaining;

- 2,380 square feet of the first floor

Management Team

Mark Maynard, for the past 15 years, has worked in marketing and business development for the University of Michigan Office of

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ents or ideas with third parties without the express written consent of the plan author.

Technology Transfer, the department within the university charged with the commercialization of technologies developed across campus. During Maynard's tenure, U-M Tech Transfer has grown to be one of the most successful programs of its kind in the country, licensing over 100 technologies each year to industry, and launching an average of one new startup company every five weeks. In addition to working for U-M Tech Transfer, Maynard is active in the Ypsilanti community, where he has served on the Mayor's 2020 Task Force on the future of Ypsilanti, and been appointed to the Ann Arbor LDFA board, which is responsible for investing tax dollars in order to spur entrepreneurial growth in the tech sector. When not spending time with his wife and two children, Maynard spends his time hosting the local arts/culture/politics radio program The Saturday Six Pack on AM 1700, and blogging at MarkMaynard.com, one of the most read websites in the region. Maynard is also the founder of the Shadow Art Fair, and investor in the Corner Brewery and the Dean of the Ann Arbor Awesome Foundation.

Jesse Kranyak is a Marine Corps veteran, former Peace Corps volunteer, University of Michigan graduate and local business owner. He has been working professionally in the restaurant business for over 15 years in all aspects; from dishwasher to general manager and owner operator. Under his management and ownership, The Wurst Bar in Ypsilanti has made headlines several times regionally and nationally, appearing in Serious Eats, and on the television show Under the Radar. The Wurst Bar was also named "Best Bar in Washtenaw County" by the Metro Times several years running.

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Target Market

Market Overview

Ypsilanti has, for years, attempted unsuccessfully to lure high tech startups to the city. It is our belief that, instead, we should be focusing on the development of the creative class, those serving the high tech community of Ann Arbor, as well as business and academic entities across the region. With the rising rents in Ann Arbor, it's well known that creative professionals are making their way to Ypsilanti, but, to date, there hasn't been a single place for these individuals to come together. We intend to do that at 209 Pearl. It's our intention to create the primary point of entry for Ypsilanti's creative community.

Market Needs

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Strategy and Implementation

Marketing Plan

Overview

Positioning

We are the downtown Ypsilanti epicenter for serious creative professionals working in web design, film/video, photography, communications, marketing, etc. We are the first place that people think of when they hear that creative professionals are migrating to Ypsilanti. We are more than just a space, we are a community of bright, inquisitive, problem solvers working together to create a viable creative industry in Ypsilanti.

Pricing

Finished, move-in ready space in Ypsilanti tends to run from between $11 and $15 a square foot annually, and we intend to be competitive. While we have yet to measure out our 12 individual office/studio spaces, we suspect the rate will be just upward of $12 a square foot annually, or roughly $200 per month, per space, on average.

Altogether, we will have 3,200 square feet of office/work space for creative professionals [2,400 square feet on the 2nd floor, and 830 square foot 1st floor]. Averaging $200/month per unit for 12 units, this would bring in $2,400 month at full occupancy.

Promotion

Promotion will begin by word of mouth. We have already reached out to a few people working in the area, which has led to three letters of intent [from a photographer, graphic designer, and small video production firm]. We imagine that, once we go public with the idea, interest will increase. And, toward that end, we've already been contacted by members of the press interested in writing about the project, so we're fairly confident that we'll have multiple opportunities to get in front of the public with the concept. If necessary, though, we could also have an open house during a First Fridays event this spring, or set up an informational table at the next DIYpsi event. [Spur Studios successfully launched at the Shadow Art Fair, placing the idea in front of thousands.] It's probably worth noting as well that we will be promoting the concept on Mark Maynard's blog, which has approximately 1,000 readers per day.

If we are not able to fill all 12 spaces with what we're referring to as "creative professionals," or people servicing startups, non-profits and existing companies, we will then look to fill the space with artists. And, as Spur Studios had a wait list for their comparably priced space, which catered to artists, we have little doubt that we could fill the remaining spaces.

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Distribution

Milestones

Milestone	Due Date

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Financial Plan

Revenue Forecast

Revenue Forecast

	FY2016	FY2017	FY2018
Revenue			
Frank D's Barber Shop	$12,000	$12,000	$12,000
Loft Apartment	$10,000	$12,000	$12,000
Studio / Workspace for Creative Professionals	$21,600	$28,800	$28,800
Phase II		$36,000	$36,000
Total Revenue	**$43,600**	**$88,800**	**$88,800**
Direct Cost			
barber shop rent			
Loft Rent			
Nimo Studios			
Utilities	$3,600	$3,600	$3,600
Total Direct Cost	**$3,600**	**$3,600**	**$3,600**
Gross Margin	$40,000	$85,200	$85,200
Gross Margin %	**92%**	**96%**	**96%**

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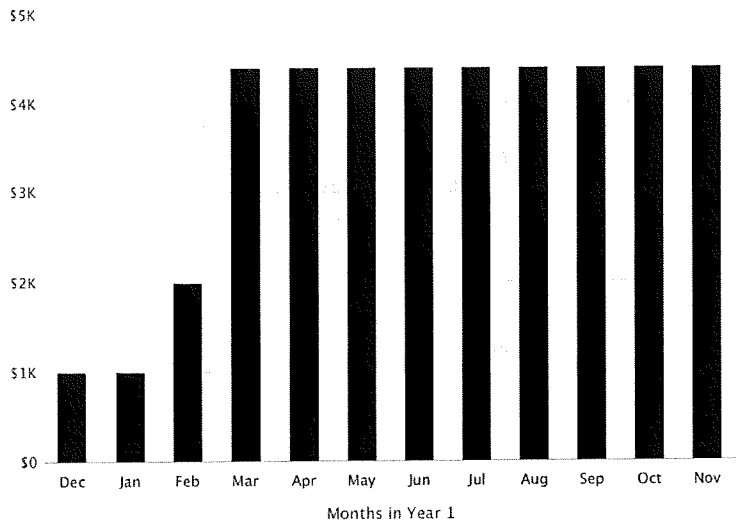
Revenue by Month



About the Revenue Forecast

Budget

Budget Table

	FY2016	FY2017	FY2018
Operating Expenses			
Salary			
Employee Related Expenses			
Building taxes and insurance	$18,000	$18,000	$18,000
Maintenance & Misc.	$12,000	$12,000	$12,000
Total Operating Expenses	**$30,000**	**$30,000**	**$30,000**

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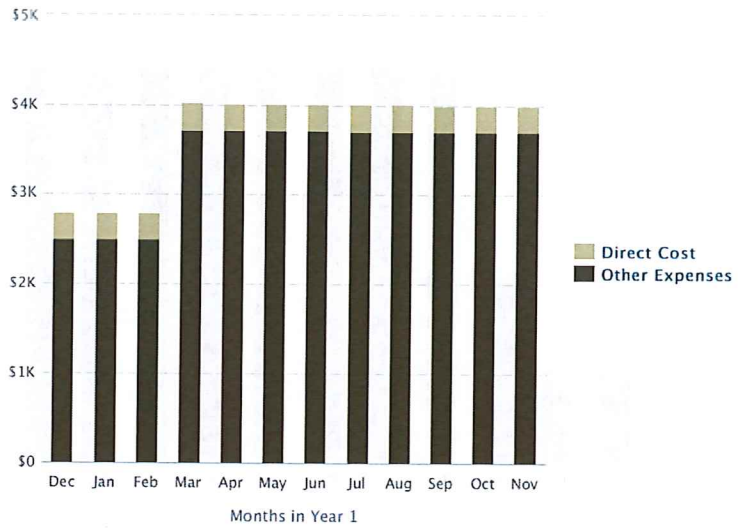
Expenses by Month



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About the Budget

Startup Costs

Profit and Loss Statement

Profit and Loss Statement

	FY2016	FY2017	FY2018
Revenue	**$43,600**	**$88,800**	**$88,800**
Direct Costs	**$3,600**	**$3,600**	**$3,600**
Gross Margin	$40,000	$85,200	$85,200
Gross Margin %	**92%**	**96%**	**96%**
Operating Expenses			
Salary			
Employee Related Expenses			
Building taxes and insurance	$18,000	$18,000	$18,000
Maintenance & Misc.	$12,000	$12,000	$12,000
Total Operating Expenses	**$30,000**	**$30,000**	**$30,000**
Operating Income	**$10,000**	**$55,200**	**$55,200**
Interest Incurred	$10,917	$14,178	$13,724
Depreciation and Amortization			
Income Taxes	$0	$0	$0
Total Expenses	**$44,517**	**$47,778**	**$47,324**
Net Profit	**($917)**	**$41,022**	**$41,476**
Net Profit / Sales	**(2%)**	**46%**	**47%**

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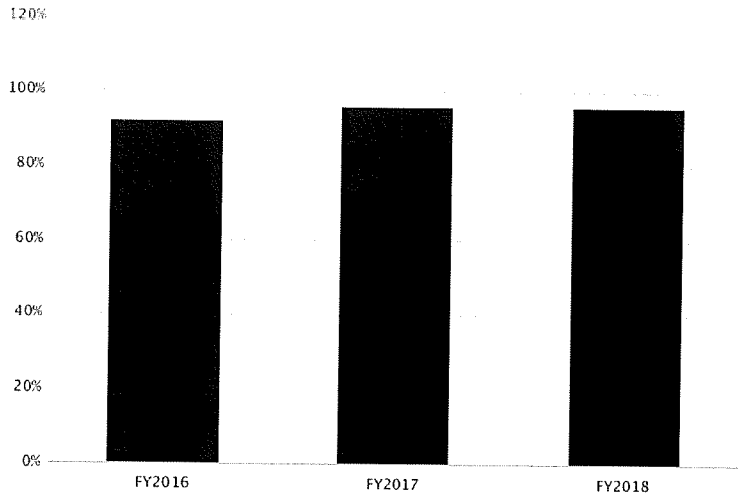
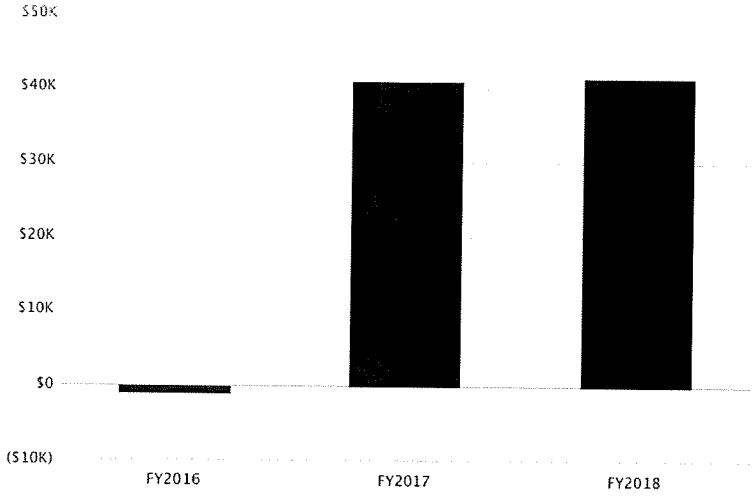
Gross Margin by Year



Net Profit (or Loss) by Year



About the Profit and Loss Statement

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Appendix

Revenue Forecast

Revenue Forecast Table (With Monthly Detail)

FY2016	Dec '15	Jan '16	Feb '16	Mar '16	Apr '16	May '16	Jun '16	Jul '16	Aug '16	Sep '16	Oct '16	Nov '16
Revenue												
Frank D's Barber Shop	$1,000	$1,000	$1,000	$1,000	$1,000	$1,000	$1,000	$1,000	$1,000	$1,000	$1,000	$1,000
Loft Apartment			$1,000	$1,000	$1,000	$1,000	$1,000	$1,000	$1,000	$1,000	$1,000	$1,000
Studio / Workspace for Creative Professionals				$2,400	$2,400	$2,400	$2,400	$2,400	$2,400	$2,400	$2,400	$2,400
Phase II												
Total Revenue	**$1,000**	**$1,000**	**$2,000**	**$4,400**	**$4,400**	**$4,400**	**$4,400**	**$4,400**	**$4,400**	**$4,400**	**$4,400**	**$4,400**
Direct Cost												
barber shop rent												
Loft Rent												
Nimo Studios												
Utilities	$300	$300	$300	$300	$300	$300	$300	$300	$300	$300	$300	$300
Total Direct Cost	**$300**	**$300**	**$300**	**$300**	**$300**	**$300**	**$300**	**$300**	**$300**	**$300**	**$300**	**$300**
Gross Margin	$700	$700	$1,700	$4,100	$4,100	$4,100	$4,100	$4,100	$4,100	$4,100	$4,100	$4,100
Gross Margin %	**70%**	**70%**	**85%**	**93%**	**93%**	**93%**	**93%**	**93%**	**93%**	**93%**	**93%**	**93%**

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	FY2016	FY2017	FY2018
Revenue			
Frank D's Barber Shop	$12,000	$12,000	$12,000
Loft Apartment	$10,000	$12,000	$12,000
Studio / Workspace for Creative Professionals	$21,600	$28,800	$28,800
Phase II		$36,000	$36,000
Total Revenue	**$43,600**	**$88,800**	**$88,800**
Direct Cost			
barber shop rent			
Loft Rent			
Nimo Studios			
Utilities	$3,600	$3,600	$3,600
Total Direct Cost	**$3,600**	**$3,600**	**$3,600**
Gross Margin	$40,000	$85,200	$85,200
Gross Margin %	**92%**	**96%**	**96%**

Personnel Plan

Personnel Table (With Monthly Detail)

FY2016	Dec '15	Jan '16	Feb '16	Mar '16	Apr '16	May '16	Jun '16	Jul '16	Aug '16	Sep '16	Oct '16	Nov '16
Total												

	FY2016	FY2017	FY2018
Total			

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Budget

Budget Table (With Monthly Detail)

FY2016	Dec '15	Jan '16	Feb '16	Mar '16	Apr '16	May '16	Jun '16	Jul '16	Aug '16	Sep '16	Oct '16	Nov '16
Operating Expenses												
Salary												
Employee Related Expenses												
Building taxes and insurance	$1,500	$1,500	$1,500	$1,500	$1,500	$1,500	$1,500	$1,500	$1,500	$1,500	$1,500	$1,500
Maintenance & Misc.	$1,000	$1,000	$1,000	$1,000	$1,000	$1,000	$1,000	$1,000	$1,000	$1,000	$1,000	$1,000
Total Operating Expenses	**$2,500**	**$2,500**	**$2,500**	**$2,500**	**$2,500**	**$2,500**	**$2,500**	**$2,500**	**$2,500**	**$2,500**	**$2,500**	**$2,500**

	FY2016	FY2017	FY2018
Operating Expenses			
Salary			
Employee Related Expenses			
Building taxes and insurance	$18,000	$18,000	$18,000
Maintenance & Misc.	$12,000	$12,000	$12,000
Total Operating Expenses	**$30,000**	**$30,000**	**$30,000**

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Profit and Loss Statement

Profit and Loss Statement (With Monthly Detail)

FY2016	Dec '15	Jan '16	Feb '16	Mar '16	Apr '16	May '16	Jun '16	Jul '16	Aug '16	Sep '16	Oct '16	Nov '16
Revenue	**$1,000**	**$1,000**	**$2,000**	**$4,400**	**$4,400**	**$4,400**	**$4,400**	**$4,400**	**$4,400**	**$4,400**	**$4,400**	**$4,400**
Direct Costs	**$300**	**$300**	**$300**	**$300**	**$300**	**$300**	**$300**	**$300**	**$300**	**$300**	**$300**	**$300**
Gross Margin	$700	$700	$1,700	$4,100	$4,100	$4,100	$4,100	$4,100	$4,100	$4,100	$4,100	$4,100
Gross Margin %	**70%**	**70%**	**85%**	**93%**	**93%**	**93%**	**93%**	**93%**	**93%**	**93%**	**93%**	**93%**
Operating Expenses												
Salary												
Employee Related Expenses												
Building taxes and insurance	$1,500	$1,500	$1,500	$1,500	$1,500	$1,500	$1,500	$1,500	$1,500	$1,500	$1,500	$1,500
Maintenance & Misc.	$1,000	$1,000	$1,000	$1,000	$1,000	$1,000	$1,000	$1,000	$1,000	$1,000	$1,000	$1,000
Total Operating Expenses	**$2,500**	**$2,500**	**$2,500**	**$2,500**	**$2,500**	**$2,500**	**$2,500**	**$2,500**	**$2,500**	**$2,500**	**$2,500**	**$2,500**
Operating Income	**($1,800)**	**($1,800)**	**($800)**	**$1,600**	**$1,600**	**$1,600**	**$1,600**	**$1,600**	**$1,600**	**$1,600**	**$1,600**	**$1,600**
Interest Incurred				$1,225	$1,222	$1,219	$1,216	$1,213	$1,210	$1,207	$1,204	$1,201
Depreciation and Amortization												-
Income Taxes	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
Total Expenses	**$2,800**	**$2,800**	**$2,800**	**$4,025**	**$4,022**	**$4,019**	**$4,016**	**$4,013**	**$4,010**	**$4,007**	**$4,004**	**$4,001**
Net Profit	**($1,800)**	**($1,800)**	**($800)**	**$375**	**$378**	**$381**	**$384**	**$387**	**$390**	**$393**	**$396**	**$399**

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Net Profit / Sales	(180%)	(180%)	(40%)	9%	9%	9%	9%	9%	9%	9%	9%	9%

	FY2016	FY2017	FY2018
Revenue	**$43,600**	**$88,800**	**$88,800**
Direct Costs	**$3,600**	**$3,600**	**$3,600**
Gross Margin	$40,000	$85,200	$85,200
Gross Margin %	**92%**	**96%**	**96%**
Operating Expenses			
Salary			
Employee Related Expenses			
Building taxes and insurance	$18,000	$18,000	$18,000
Maintenance & Misc.	$12,000	$12,000	$12,000
Total Operating Expenses	**$30,000**	**$30,000**	**$30,000**
Operating Income	**$10,000**	**$55,200**	**$55,200**
Interest Incurred	$10,917	$14,178	$13,724
Depreciation and Amortization			
Income Taxes	$0	$0	$0
Total Expenses	**$44,517**	**$47,778**	**$47,324**
Net Profit	**($917)**	**$41,022**	**$41,476**
Net Profit / Sales	**(2%)**	**46%**	**47%**

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REQUEST FOR LEGISLATION
(March 1, 2016)

From: Bonnie Wessler, City Planner

Subject: Parks Zoning District text amendment

SUMMARY & BACKGROUND

During the 2014 zoning ordinance update, the "Park" zoning district was created. This district primarily encompasses City parks; however, it also contains two privately-owned cemeteries; St John's and Highland. Highland Cemetery has been approached by DTE and other stakeholders about the possibility of placing a solar farm in the northernmost area of the cemetery, currently unused, and they are interested in constructing such. However, the Park district does not currently allow for a detached solar farm, only attached ("rooftop") solar. Further review indicated that solar farms were only permitted under "Energy, electricity and heat generation plants" by special use in the Production, Manufacturing, and Distribution (PMD) District. As such, a rezoning to PMD was applied for, but Planning Commission felt that it would be more appropriate to allow solar farms as a special use in the Parks district than to rezone the area of consideration. At a subsequent meeting, Planning Commission developed language that would enable solar farms to be placed in Park districts, subject to special use approval and certain setbacks.

Planning Commission recommends that City Council add "Solar Farm" as a Special Use in the P, Park District; allow "Alternative Energy" to remain as an accessory use; and add standard setbacks for buildings in the Park district.

RECOMMENDED ACTION: Approval

ATTACHMENTS: Ordinance
Planning Commission minutes 2/10/2016
Staff report 2/10/2016

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: _03/01/2016___

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____

Resolution No. 2016 - 034
March 15, 2016

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

Whereas, The City of Ypsilanti is a leader in alternative energy production in Michigan; and

Whereas, the City has seen success with solar installations throughout the City wishes to encourage future successes; and

Whereas, the amendment to the Zoning Ordinance will help to implement the Master Plan goals of encouraging environmental sustainability and green business in Ypsilanti;

Now therefore be it resolved that the Ypsilanti City Council approve the amendments to Chapter 122, Article VII, Division 6 of the City's Code of Ordinances on FIRST READING.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

Resolution No. 2016 - 035
March 15, 2016

THAT, the public hearing on *Ordinance No. 1261:* Amendment to Chapter 122, Article VII, Division 6 of the Ypsilanti City Code to add "Solar Farm" as a Special Us in the P, Park District; allow "Alternative Energy" to remain as an accessory use; and add standard setbacks for buildings in the Park district be official closed.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

Ordinance No. 1261

An ordinance entitled, "SOLAR FARMS IN PARK DISTRICT"

An ordinance to AMEND the Zoning Ordinance of the City of Ypsilanti, Section 122-8, to Revise "Violations and Penalties."

THE CITY OF YPSILANTI HEREBY ORDAINS:

1. THE CITY OF YPSILANTI ORDAINS that Section 122-302 and Section 122-303 of the Ypsilanti City Code be amended as follows:

Sec. 122-302. Permitted uses.

The following uses are allowed in the park districts.

P=Principal, A=Accessory, S=Special Land Use, -- = Not Permitted

USES	P	NOTES
RECREATION, EDUCATION & PUBLIC ASSEMBLY USES		
Park	P	
Outdoor and indoor education areas	P	
Outdoor recreation areas such as swimming pools, tennis courts, and performance venues	P	Privately owned.
Conservation areas, wildlife preserves, forests preserves, arboreta, botanical or zoological gardens, public tree or plant nurseries	P	
Privately owned or operated uses accessory to City parks	S	Includes but is not limited to permanently affixed concession stands, canoe or bicycle liveries.
INFRASTRUCTURE		
Essential Services	P	Section 122-637
Solar Farms	**S**	**Section 122-788**
Alternative Energy	A	Section 122-788
Stormwater Control	A	Section 122-789
SERVICES		
Cemetery	P	**~~All principal buildings and accessory buildings must be set back at least 75 feet from all property lines~~.**
Crematory	S	**All principal buildings ~~and accessory buildings~~ must be set back at least 75 feet from all property lines.**
TEMPORARY USES		
Food concession sales	P	Section 122-35 (7)
URBAN AGRICULTURE		
Community Gardens	P	Subject to 122-815
Passive solar structure (greenhouse, hoophouse, etc.)	P	

Sec. 122-303. Area Regulations.

All principal structures must comply with the following regulations in the special zoning districts:

REGULATIONS	P	NOTES
Minimum Lot Width		
Determined by the use and the required off-street parking, loading, screening, and yard setbacks.		
Minimum Lot Size		
Determined by the use and the required off-street parking, loading, screening, and yard setbacks.		
Minimum Setbacks		
~~**Front yard**~~	~~**Equal to that of adjacent zoning district or building type along the same street. If different setbacks abut, the largest setback is required.**~~	
~~**Side yard**~~		
~~**Street Side yard**~~		
~~**Rear yard**~~		
Front yard	**25 feet**	**Minimum setbacks must increase by one foot for each foot a building or structure exceeds 30 feet in height.**
Side yard	**15 feet**	
Street Side yard	**25 feet**	
Rear yard	**20 feet**	
Parking Setbacks		
Front & side street yard	10 feet	
Side and rear yards	10 feet	
Height		
Maximum height	Equal to that of adjacent zoning district or building type along the property line. If different heights abut, the largest setback is required.	Chimneys, flagpoles, church spires, belfries, cupolas, domes, or other similar architectural embellishments; roof mounted communication antennas; water towers, observation towers, power transmission towers, radio towers, masts, smokestacks, ventilators, skylights, derricks, conveyors, cooling towers, and other similar and necessary mechanical appurtenance pertaining to the permitted uses; provided that they do not exceed the maximum height by more than ten feet.

2. **Severability**. If any clause, sentence, section, paragraph, or part of this ordinance, or the application thereof to any person, firm, corporation, legal entity, or circumstances, 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 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.

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

4. **Saving Clause.** The balance of the Code of Ordinances, City of Ypsilanti, Michigan, except as 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 of this ordinance.

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

6. **Publication and Effective Date**. The City Clerk shall cause this Ordinance, or a summary of this Ordinance, to be published by printing the same in the newspaper of record. 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 _____, 2016

_____
FRANCES MCMULLAN, City Clerk

Attest

I do hereby confirm that the above Ordinance No. _____was published in the Ypsilanti Courier on the _____ day of _____, 2016.

_____
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 _____, 2016.

_____
FRANCES MCMULLAN, City Clerk

Notice Published: _____
First Reading: _____
Second Reading: _____
Published: _____
Effective Date: _____

PLANNING COMMISSION
Special Meeting
MEETING MINUTES
February 10, 2016
CITY COUNCIL CHAMBER
7:00 P.M.

I. CALL TO ORDER

The meeting was called to order at 7:00 p.m.

II. ROLL CALL

Present: R. Johnson, H. Jugenitz, A. Bedogne, B. Mason, L. MacGregor, C. Zuellig

Absent: P. Hollifield (excused)

Staff: Bonnie Wessler, Planner II
Nan Schuette, Executive Secretary

III. APPROVAL OF MINUTES

None

IV. AUDIENCE PARTICIPATION

None

V. PRESENTATIONS AND PUBLIC HEARING ITEMS

1. Text Amendment (Rezoning): Parks District

Chairman Johnson stated that this is an attempt to clarify the last meeting where there was a request for a zoning change to a piece of property that was located in the parks area. The board requested staff to look at text amendments that might allow solar panels in the parks.

Ms. Wessler, City Planner, presented the staff report stating that in the zoning code, it does provide for a method of accessing potential changes to the text of the zoning code – Sec 122-63. She referred to the text amendment consideration on whether the proposed change is consistent with the guiding values of the Master Plan. She recommended "tweaking" her staff

report under “Uses – Infrastructure” reverting Alternative Energy back as an Accessory use and also adding another line “Solar Farm” as a special use, Section 122-788.

Planning staff recommended approval of this request and stated their findings.

Commissioner Jugenitz moved to open the public portion of the hearing (Support: C. Zuellig) and the motion carried unanimously. Since there was no input by audience members, Commissioner Mason moved to close the public portion of the hearing (Support: H. Jugenitz) and the motion carried unanimously.

Chairman Johnson commended staff on the report stating that it was concise and thorough.

Commissioner Bedogne moved that the Planning Commission recommend to City Council approval of the text amendment with the following findings:

1. The amendment is consistent with the guiding values of the Master Plan.
2. The amendment is consistent with the description and purpose of the district.
3. The proposed amendment is consistent with the intent of the zoning ordinance.
4. The proposed amendment will enhance the functionality and character of the future development in the City.
5. The proposed amendment will help preserve the historic nature of the City, and Highland Cemetery in particular.
6. The proposed amendment will enhance the environmental sustainability of the City and not negatively affect its natural features.
7. The proposed amendment will protect the health, safety, and general welfare of the public.
8. The proposed amendment corrects an oversight in the original text.
9. The proposed amendment will address a community need in economic conditions and energy infrastructure.
10. The proposed amendment will not result in the creation of significant nonconformities.

The motion was supported Commissioner MacGregor. A roll call vote was taken and carried unanimously.

VI. NEW BUSINESS

None

VII. OLD BUSINESS

None

VIII. FUTURE BUSINESS

None

IX. COMMITTEE REPORTS

None

IX ADJOURNMENT

Since there was no further business, Commissioner Zuellig moved to adjourn the meeting (Support: H. Jugenitz). The meeting adjourned at 7:15 p.m.

City of Ypsilanti
Community & Economic Development Department

5 February 2016

Text Amendment
Solar Farms in Parks District

GENERAL INFORMATION

Applicant:	City of Ypsilanti
Application Date:	20 Jan 2016
Action Requested:	Zoning Ordinance Text Amendment to allow Solar Farms as a primary use, subject to Special Use, in the Parks zoning district.
Staff Recommendation:	Approval.

BACKGROUND

As a result of discussion around a proposed rezoning from Parks to Production, Manufacturing, and Distribution, Planning Commission noted that there may be potential for areas zoned Parks to host solar farm uses, as they are less intense than other power generation plants (and uses) as permitted in the PMD district, and may be well-suited for underutilized open space in the Parks district.

MASTER PLAN

Park uses are a subtype of the District future land use described in the Master Plan, further described as below:

> "**Districts** are parts of the city dedicated to a single type of activity, like Eastern Michigan University, the office and medical area on Towner, and the industrial areas of the City in the south. The challenge is to use the street network design to integrate them into the City while assuring that students, faculty, workers and suppliers can reach their destinations easily.
>
> - Eastern Michigan University's campus, which is not within the regulatory jurisdiction of the City, will be preserved and improved by joint planning and cooperation between the City and EMU, as part of a Campus master plan process. The confusing confluence of Cross and Washtenaw is proposed to become the front door for the EMU campus.
> - The office and medical area clustered on Towner in the eastern part of the City is also an asset that can be better integrated into the physical environment. Future policies will aim to preserve and enhance the buildings, while making walking, biking and taking transit to these offices easier.
> - The cemetery in the northern part of the City will be preserved.
> - The industrial areas in the south of the City represent the best hopes for a revitalized employment area. The industrial park in the southwest corner of the city has no vacancies, but could be reconfigured to accommodate additional businesses. The industrial property in the southeast corner is vacant or underutilized. The former Motorwheel site is also a potential job

center. Industrial areas around the railroad provide jobs and could be places for additional workshops. Chapter 10 details plans and options to attract job centers to these properties. (p32-33)

The following section of the Master Plan speaks specifically to City-owned neighborhood parks. These standards are geared to apply to uses in more heavily trafficked areas. .

"Create "Eco-Districts" in neighborhood parks
Residents suggested that demonstration projects of community gardens with hoop houses, rain collection systems and renewable energy projects be clustered in eco-districts in neighborhood parks, in the Historic Downtown and other areas. Temporary events were also suggested in these areas. An existing example of a demonstration project is the Luna Lake rain garden in Prospect Park. While the City cannot take on development of these, partnerships with educational institutions and neighborhood groups may provide resources to establish them. The City should welcome these opportunities but also evaluate them with the following guidelines:

- The proposal be in the proper location of the park to complement existing activities, both active (sports areas and play grounds) and passive (walking or siting areas)
- The proposal should be located in an area with appropriate lighting and visibility to assure safety of users and enough natural surveillance to be kept watch over by neighbors.
- Proposals should be part of an adopt-a-park effort
- Policies will need to be developed to ensure maintenance, both short and long term. (p 53)"

More information about the "District" figure land use classification is contained in Chapter 9, Districts, of the Master Plan, found from pages 60 to 63.

OTHER COMMUNITIES

The American Planning Association released an educational reference packet in late 2014 regarding various solar energy considerations. Within this packet are the ordinances of many communities regarding photovoltaic as a primary use. This 83-page packet is included in this packet for your perusal, but the primary considerations I've been able to glean from it are outlined below:

Site design: height of 20'
Setbacks: generally defer to the underlying zoning district, sometimes specific ones up to 50' front; 25' sides & rear
Other factors: if use discontinued, must be removed
Occasionally (approximately 50%) panels are considered a conflicting land use or within a certain distance of a right-of-way must be screened or buffered.
Some codes may provide for dispute resolution; may call out that the installation would have to removed upon ceasing operations; panels coated with a nonreflective/anti-glare surfacing; have a minimum lot size (40 acres in one case, 5 acres in another)

OTHER IMPLICATIONS

The Parks district is based on the previous Public Lands district, which incorporated a much broader array of uses, from parks and schools to the DPW yard, City Hall, and the Fire and Police buildings. As such, its setbacks and height restrictions were constructed to reference "adjacent zoning districts." The vast majority of parcels in the Parks district are in fact public parks, often quite large and embedded in or adjacent to residential areas. It makes more sense, with this far more limited scope of uses, to assign firm setbacks. Staff is currently recommending setback standards that echo those in PMD, which will set any building or structure off from the surrounding area and hopefully draw users into the park.

122-78 provides standards for solar farms, and is proposed to be applied to solar farms within the parks district. It reads as follows:

"(c) *Solar farms.* On sites where the primary use is photovoltaic energy production, all structures must meet the height requirement of the zoning district.

i. *Abandonment.* Any freestanding *photovoltaic system* which is not used for six (6) months will be deemed to be abandoned. The applicant/permit holder will be so notified in writing by the municipality and requested to dismantle the site and return it to its original state. If there are mitigating circumstances as to why the site has not been used, the applicant/permit holder may contact the municipality and request a three-month extension. If a site has been deemed abandoned and no request for an extension is received, the applicant/permit holder will again be notified to dismantle the site and return it to its original state. If the applicant/permit holder does not do this, the municipality will have the removal and restoration done at the owner/applicant's expense. Removal will include removing posts, equipment, panels, foundations and other items so that the ground is restored to its preconstruction state and is ready for development as another land use."

Currently, the height restriction in Parks is equal to the height of the adjacent zoning district. In this case, the adjacent zoning district is PMD, with a permitted height of 60 feet. Staff has proposed allowing a height of 30', which echoes more closely the residential zones which largely surround Parks districts.

TEXT AMENDMENT CONSIDERATIONS §122-63(1)

The following are generally accepted criteria for evaluating a text amendment request and staff responses to each:

1) *Is the proposed change consistent with the guiding values of the Master Plan?*
Yes. See discussion above. The Master Plan clearly states the option to install solar and other "eco" improvements within the Parks District and parks in general.

2) *Is the rezoning is consistent with the description and purpose of the proposed district?*
Yes. "The P Park district is designed to preserve publicly and privately owned green space, including parks and cemeteries. When embedded in R-1, CN-SF, CN-Mid, CN, MD and HHS districts, the district is intended to provide the essential green space for urban neighborhoods. When on the outskirts of the city, the district maintains large green spaces, such as cemeteries. Along the Huron River, the district provides recreation as well as environmental protections. Temporary uses may be allowed to encourage use and vitality of these areas." This use will indeed maintain open, green space; although the area will not be forested nor will it be accessible to the public, it will provide "breathing room." Staff recommends it as a special use, however, as the provision of energy infrastructure is not a primary goal of the existing Parks district.

3) *Is the proposed amendment consistent with the intent of this Zoning Ordinance?*
Yes. The ordinance and master plan both aim to encourage preservation of open space, stewardship of natural resources, and fostering a "green" economy.

4) *Will the proposed amendment enhance the functionality, transportation network, or character of the future development of the City?*
Yes. This aligns with the City's push to attract more "green" business to the community.

5) *Will the proposed amendment preserve the historic nature of the surrounding area and of the City?*
Yes.

6) *Will the proposed amendment enhance the natural features and environmental sustainability of the City?*
Yes.

7) *Will the proposed amendment protect the health, safety, and general welfare of the public?*
Yes.

8) *Is the proposed amendment needed to correct and error or omission in the original text?*
Yes. The original text did not conceive of solar farms as potentially separate from other energy production possibilities, thus did not allow them in districts other than the industrial PMD. Their impact has been determined to be much less than other energy production plants, such as natural gas.

9) *Will the proposed amendment address a community need in physical or economic conditions or development practices?*
Yes.

10) *Will the proposed amendment result in the creation of significant nonconformities?*
No.

PROPOSED CHANGED TEXT

Removals are noted in strikethrough (~~strikethrough~~); additions are noted by underline (underline).

"DIVISION 6.
PARK DISTRICT

Sec. 122-301. Description and purpose.

The P Park district is designed to preserve publicly and privately owned green space, including parks and cemeteries. When embedded in R-1, CN-SF, CN-Mid, CN, MD and HHS districts, the district is intended to provide the essential green space for urban neighborhoods. When on the outskirts of the city, the district maintains large green spaces, such as cemeteries. Along the Huron River, the district provides recreation as well as environmental protections. Temporary uses may be allowed to encourage use and vitality of these areas.

Sec. 122-302. Permitted uses.
The following uses are allowed in the park districts.

P=Principal, A=Accessory, S=Special Land Use, -- = Not Permitted

USES	P	NOTES
RECREATION, EDUCATION & PUBLIC ASSEMBLY USES		
Park	P	
Outdoor and indoor education areas	P	
Outdoor recreation areas such as swimming pools, tennis courts, and performance venues	P	Privately owned.
Conservation areas, wildlife preserves, forests preserves, arboreta, botanical or zoological gardens, public tree or plant nurseries	P	

P=Principal, A=Accessory, S=Special Land Use, -- = Not Permitted

USES	P	NOTES
Privately owned or operated uses accessory to City parks	S	Includes but is not limited to permanently affixed concession stands, canoe or bicycle liveries.
INFRASTRUCTURE		
Essential Services	P	Section 122-637
Alternative Energy	~~A~~ S	Section 122-788
Stormwater Control	A	Section 122-789
SERVICES		
Cemetery	P	~~All principal buildings and accessory buildings must be set back at least 75 feet from all property lines.~~
Crematory	S	All principal buildings ~~and accessory buildings~~ must be set back at least 75 feet from all property lines.
TEMPORARY USES		
Food concession sales	P	Section 122-35 (7)
URBAN AGRICULTURE		
Community Gardens	P	Subject to 122-815
Passive solar structure (greenhouse, hoophouse, etc.)	P	

Sec. 122-303. Area Regulations.

All principal structures must comply with the following regulations in the special zoning districts:

REGULATIONS	P	NOTES
Minimum Lot Width		
Determined by the use and the required off-street parking, loading, screening, and yard setbacks.		
Minimum Lot Size		
Determined by the use and the required off-street parking, loading, screening, and yard setbacks.		
Minimum Setbacks		
~~Front yard~~	~~Equal to that of adjacent zoning district or building type along the same street. If different setbacks abut, the largest setback is required.~~	
~~Side yard~~		
~~Street Side yard~~		
~~Rear yard~~		
Front yard	25 feet	Minimum setbacks must increase by one foot for each foot a building or structure exceeds
Side yard	15 feet	

REGULATIONS	P	NOTES
Street Side yard	25 feet	30 feet in height.
Rear yard	20 feet	
Parking Setbacks		
Front & side street yard	10 feet	
Side and rear yards	10 feet	
Height		
Maximum height	~~Equal to that of adjacent zoning district or building type along the property line. If different heights abut, the largest setback is required~~. 30’	Chimneys, flagpoles, church spires, belfries, cupolas, domes, or other similar architectural embellishments; roof mounted communication antennas; water towers, observation towers, power transmission towers, radio towers, masts, smokestacks, ventilators, skylights, derricks, conveyors, cooling towers, and other similar and necessary mechanical appurtenance pertaining to the permitted uses; provided that they do not exceed the maximum height by more than ten feet.”

STAFF RECOMMENDATION

Staff recommends the Planning Commission recommend ***approval*** of the text amendment with the following findings:

1. The amendment is consistent with the guiding values of the Master Plan.
2. The amendment is consistent with the description and purpose of the district.
3. Thr proposed amendment is consistent with the intent of the zoning ordinance.
4. The proposed amendment will enhance the functionality and character of the future development in the City.
5. The proposed amendment will help preserve the historic nature of the City, and Highland Cemetery in particular.
6. The proposed amendment will enhance the environmental sustainability of the City and not negatively affect its natural features.
7. The proposed amendment will protect the health, safety, and general welfare of the public.
8. The proposed amendment corrects an oversight in the original text.
9. The proposed amendment will address a community need in economic conditions and energy infrastructure.
10. The proposed amendment will not result in the creation of significant nonconformities.

_____

Bonnie Wessler
City Planner, Community & Economic Development Division

c.c. File

Resolution No. 2016 – 036
March 15, 2016

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

THAT the minutes of February 2 and February 16, 2016 be approved.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

DRAFT

CITY OF YPSILANTI
COUNCIL MEETING MINUTES
CITY COUNCIL CHAMBERS, 1 S. HURON
YPSILANTI, MI 48197
TUESDAY, FEBRUARY 2, 2016
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	Present
Council Member Nicole Brown	Present	Council Member Vogt	Present
Council Member Murdock	Present	Mayor Edmonds	Present
Mayor Pro-Tem Richardson	Present		

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. AGENDA APPROVAL –

Council Member Nicole Brown moved, seconded by Council Member Anne Brown to approve the agenda.

Council Member Anne Brown moved to add Resolution No. 2016-026, recognizing the contribution and service of Director of EMU Government and Community Relations Ken Dobson II.

On a voice vote, the motion carried, and the agenda was approved.

VI. INTRODUCTIONS –

Mayor Edmonds introduced the following individuals: City Attorney John Barr, City Clerk Frances McMullan, City Manager Ralph Lange, Assistant to the City Manager Ericka Savage, Economic Development Director Beth Ernat, former City Council Member Bill Nichols, Associate Planner Cynthia Kochanek, HDC Intern Haley McAplpine, Ann Stevenson, representation for Dedicated to Make a Change, and representation of Mentor 2 Youth.

VII. PRESENTATIONS –

Redesigned Website – Ericka Savage, Assistant to City Manager

Assistant to the City Manager Ericka Savage provided a presentation of the City's new website.

Mayor Edmonds asked if Council will receive a monthly report of what is being accomplished as a result of "Ypsi Connect". Ms. Savage responded staff can provide that information to Council but Council can also find that information by visiting the site itself.

Mayor Edmonds stated since this is a new form of communication if a person signs up for all communications they will be bombarded with emails from the City. Ms. Savage responded she does not see that as a problem and added that an individual can sign up for specific notices rather than general notices. Ms. Edmonds asked what would an individual signing up for notifications of bids click. Ms. Savage replied she is not certain there is an option for bid information.

A speaker from the audience stated Eastern Michigan University does not include anything promoting the City in its press releases. Mayor Edmonds responded she serves with community based leaders at EMU on the Community Engagement Council and that is something EMU has been working on to incorporate. Ms. Edmonds added in the next quarter she expects to see a lot of cross promotion.

Mayor Edmonds stated there is not a link from the City Council page to the Agenda Center. Ms. Savage responded she will look into that.

Council Member Anne Brown stated she has only heard positive feedback about the website.

Council Member Murdock stated when he was navigating through the website the last goal setting meeting was not included. Ms. Savage responded she would have that fixed.

VIII. <u>AUDIENCE PARTICIPATION</u> –

1. Joe Golder, 1002 Washtenaw Ave, stated for the past 11 years the City of Ypsilanti, Washtenaw County, and the State of Michigan have failed miserably in oversight and due diligence in a 1999 Michigan Institution Road Fund Grant and 2011 Congestion Mitigation Air Quality Grant used and executed by Eastern Michigan University. He said it was clear starting in 1999 the City was going to do anything and everything EMU wanted and any rights or privileges of homeowners were disregarded. He said the responsibility falls with the current and previous City Councils which have ignored indisputable evidence provided. He said there have been no investigation and no accountability to the loss of his property. He said the noise and air quality has become unacceptable and asked Council please do the job you were elected to do and ask for an investigation.

2. Carolyn Harper, 346 Senate Ave, Unbound representative, said Unbound is a faith based antihuman trafficking organization in Washtenaw County. She said her organization works in three areas: prevention, professional training, and survivor advocacy. She said most people know about human trafficking but they are unaware it occurs in Ypsilanti. She says it is her intention to raise awareness which is being done through the "Not in My City Campaign" which is distributing information of who to call if there is someone in need. She said anywhere prostitution exists there is likely sex trafficking and that the age most prostitutes began is 13 or 14 and any minor involved in prostitution constitutes sex trafficking.

   Council Member Anne Brown asked where Unbound is based in Washtenaw County. Ms. Harper responded Unbound operates out of her Church on Platt in Ann Arbor.

Council Member Murdock asked if the posters and other informative materials were available in electronic form. Ms. Harper responded in the affirmative.

Mayor Edmonds stated she invited Unbound tonight to connect Council with that organization. Ms. Edmonds asked if Council would like to learn more about the trends in Ypsilanti. Council Member Nicole Brown responded she is interested and this is a topic she is involved in at her place of employment. Ms. Edmonds responded if anyone has information about locations this information should be distributed.

Council Member Nicole Brown asked if Unbound is only operating out of the Church on Platt Rd. Ms. Harper responded in the affirmative. Mayor Edmonds stated Unbound is a national organization that is volunteered based. Council Member Nicole Brown asked for Unbound's contact information and said she is a social worker in Wayne County who works with officers who work with the FBI on this topic in Wayne and Washtenaw Counties.

3. Emmanuel Jones, Mentor 2 Youth, 317 Ecorse, stated based on conversation he has had with individuals he is looking forward to some of the students from his organization sitting on a Youth Commission in the City. He said the Mentor2Youth bowling event is scheduled for April 9th located at Lodge Lanes in Belleville. He asked if Council Members could help form teams for the event or if they would join a team themselves. He said this will provide Council the opportunity to meet some of the students in the program as well as help raise money for Mentor2Youth.

   Council Member Anne Brown asked what schools is Mentor Youth working with in the City. Mr. Jones replied Ypsilanti High School, New Tech, Estabrook, Erickson, and Adams. Mr. Jones added Mentor Youth works with the majority of the Ypsilanti Community Schools and some Charter Academies.

4. Bill Nichols, stated he is here to address Council regarding Resolution No. 2016-025, opposing House Bill 5232 and Senate Bill 720. He said the Bill essentially requires Historic Districts to expire every ten years. He said at the end of the ten years if the community wishes to keep its historic district it would need to go through the process of documenting the historic district which would be a lengthy process. He said if passed the Bill would make it difficult for a community to keep it's a historic district and easy to abolish them. He said Ypsilanti's Historic District has created a very positive image of the town and the people that live in the historic district because they enjoy living in a historic district. Thanked Council for supporting historic preservation for the last 40 years.

5. Henry Previs, 301 N. Grove, stated he is here in support of Resolution No. 2016-025, which opposes House Bill 5232 and Senate Bill 720. He said he has been a resident of the historic district for 30 years and has been impressed by the changes that have taken place because of the historic district. He urged Council to approve Resolution No. 2016-025 and oppose the State Bills.

6. Anne Stevenson, 707 Collegewood St., said she is the Chair of the Historic District Commission and supports the approval of Resolution No. 2015-025. She stated the continuation of the historic district is instrumental in protecting property values. She explained she would hate to see what would occur if the State Bill is passed.

7. Beverly Washington James, 968 Monroe, stated there has been awhile since she has attended a City Council meeting and she is impressed by the energy of Council.

IX. REMARKS BY THE MAYOR –

- Thanked everyone who spoke.
- Thanked Emmanuel Jones for keeping Council informed about the undertakings of Mentor2Youth.
- Stated she enjoys the young people of the community attending meetings and being active in many ways in the community.
- Suggested moving Resolution No. 2016-025, opposing House Bill 5232 and Senate Bill 720 to the top of Section X since a large amount of those in attendance are here regarding that topic.

  Mayor Pro-Tem Richardson asked City Attorney John Barr if that were possible since the agenda had already been approved. Mr. Barr responded that it is.

  Mayor Pro-Tem Richardson moved, supported by Council Member Vogt to move Resolution No. 2016-025 to the beginning of Section X.

  On a voice vote, the motion carried, and Resolution No. 2016-025 was moved.

X. RESOLUTIONS/MOTIONS/DISCUSSIONS –

1. Resolution No. 2016-025, opposing House Bill 5232 and Senate Bill 720.

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, The City of Ypsilanti has a proud and successful historic district that has functioned as an invaluable asset to the community through its efforts to safeguard and preserve local historic resources; and

WHEREAS, the City of Ypsilanti has a long history in supporting historic preservation through the designation of the historic district in 1973 and the passing of the historical preservation ordinance in 1978; and

WHEREAS, the City actively maintains a historic district and supports the Ypsilanti Historical Society in order to preserve its local history, historic district and features; and

WHEREAS, legislation was recently introduced in Lansing in the form of House Bill 5232 and Senate Bill 720 that would amend current legislation in regards to local historic districts and will negatively impact historic resources, local historic districts, and local government processes and budgets; and

WHEREAS, these amendments pose an immediate threat to the continued preservation of Ypsilanti's many invaluable historic resources.

NOW THEREFORE BE IT RESOLVED THAT, the city council of Ypsilanti, its Historic District Commission and the Ypsilanti Historical Society do not support House Bill 5232 and Senate Bill 720 and offer its support for the current legislation, PA 169 of 1970.

OFFERED BY: Council Member Nicole Brown
SECONDED BY: Council Member Vogt

Associate Planner Cynthia Kochanek stated she was the former Historic District Commission intern and said Michigan's current Historical District Act, PA 169 of 1970, has enabled communities throughout the state to safeguard their historic resources. Ms. Kochanek said Ypsilanti City Council approved the Historic District in 1978 and has played a role in the preservation of history in Ypsilanti. Ms. Kochanek said the recently introduced House Bill 5232 and Senate Bill 720 puts what has been preserved at risk. Ms. Kochanek added a majority of the popular vote would be required ten years after the district was enacted and every ten years after it would require a vote at the cost of the City. Ms. Kochanek stated the Bill would increase the cost to local governments to set up or modify historic districts and would make it difficult for a legislative body to act quickly and save a historical landmark. Ms. Kochanek said the bill would allow the dismissal of approved standards and guidelines which are nationally accepted and would move the HDC appeals process from the State Historic Preservation Office to City Council which will add extra strain on City staff and resources. Ms. Kochanek asked for Council to approve the resolution.

Council Member Vogt asked is there any idea that is behind the introduction of this Bill. Ms. Kochanek replied she is aware of the individual that introduced the Bill but not any special interest groups that might have been behind it. Mr. Vogt asked is there an alleged reason supposedly why this is necessary or helpful to justify this bill. Ms. Kochanek responded no.

Council Member Anne Brown stated as of last week this bill was still in committee and Mellissa Pung-Milton called the office last week and is willing to testify but there was not information of any special interest behind the bill.

Mayor Edmonds asked if the idea behind this is simply to have less government. Council Member Murdock responded in the affirmative.

City Manager Lange stated the City has had a long history of HDC interns coming on as full-time staff and also Eastern Michigan has one of the top Historic Preservation Programs in the Country. Mr. Lange added the HDC intern is only partially funded by the City and the university funds the other half. Mr. Lange added this dynamic between EMU and the City has been very positive for both organizations.

Council Member Vogt stated he has no doubt that this is a crass prostitution to a limited number of developers. Mr. Vogt said this is property rights ideology run amuck and this has probably more to do with a couple buildings in Detroit. Mr. Vogt stated he sees no positive reason for this legislation and he believes it is despicable and will support the resolution.

Council Member Murdock stated this legislation in essence would make it very difficult to have a historic district. Mr. Murdock stated Ypsilanti experience is that historic districts have improved neighborhoods and have increased property values. Mr. Murdock said the process is already cumbersome and this bill would make it incredibly difficult to accomplish and it would be a detriment to Ypsilanti.

Council Member Anne Brown encouraged everyone to write the state legislators who are responsible for this bill. Mayor Edmonds asked who the originator of this bill is. Ms. Kochanek responded Chris Afendoulis, a Republican Legislator from Grand Rapids, and State Senator Peter McGregor from Rockford. Council Member Murdock added this bill appears to be on the fast track and it was only introduced recently. Economic Development Director Beth Ernat said she believes the committee will reconvene on Wednesday, February 3, 2016. Ms. Anne Brown responded in the affirmative.

Council Member Murdock stated the resolution does not state for it to be sent to all the pertinent parties. Mr. Murdock said it is possible the resolution does not need to include that wording as it seems it needs to be mailed quickly. Mayor Edmonds stated it seems there is great support for the approval of this resolution and to get this to the City's lobbyist as soon as possible in order for it to get to the appropriate people.

On a roll call, the vote to approve Resolution No. 2016-025 was as follows:

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

VOTE:

YES: 7 NO: 0 ABSENT: 0 VOTE: Carried

2. Resolution No. 2016-021, approving minutes of January 19, 2016

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

THAT the minutes of January 19, 2016 be approved.

OFFERED BY: Mayor Pro-Tem Richardson
SECONDED BY: Council Member Nicole Brown

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

3. Resolution No. 2016-022, approving Fiscal Year 2016-2017 organizational values, goals and action strategies.

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

Whereas, the City Charter requires that each year in February, City Council provides the City Manager by resolution the budget priorities for the next fiscal year.

NOW THEREFORE BE IT RESOLVED, in accordance with Section 5.02 of the City Charter, the following direction is hereby given:

That the City Manager shall present City Council with a balanced Resources Allocation Plan for Fiscal Year 2016-2017 using the following organizational values, goals and action strategies:

<u>ORGANIZATIONAL VALUES</u>
Three fundamental values continue to underlie our work together on behalf of the citizens of and visitors to the City of Ypsilanti.

1. Open, transparent and accessible decision-making
We are committed to openness and transparency in our decision-making, doing whatever we can to ensure that information is available to the public in a timely fashion and in a manner that is easily understood, and providing opportunities for public engagement and participation in decision-making.

2. Fiscal solvency and sustainability

We are committed ensuring the long-term financial stability of the City. Our budget decisions must reflect a balance between short and long-term considerations, and we will work to reduce the costs of city services to the extent we can while maintaining effective city services and a sound infrastructure.

3. Customer Friendly Service

We are committed to providing services to residents and visitors in a customer friendly fashion, ensuring that service processes are effective and understandable, being responsive to requests for service to the extent we can, consistent with procedures and resources, and ensuring that people recognize the limits of our ability to respond.

CITY COUNCIL GOALS:

1. Consensus strategy regarding the major aspects of the near term financial direction for the City was achieved. Without this agreement on the financial direction, the other goals are pointless.

2. An essential part of the financial strategy is the sale of the Water Street property.

3. A parallel effort is required to help support the financial strategy to sell all other excess, or no longer needed, real property owned by the City.

4. Public safety, specifically police, fire and code compliance, is the top City services goal.

5. Focus on the utilization of inter-government / agency agreements and cooperative ventures.

6. Intertwined in all other City goals is the goal of enhanced outreach to the community.

7. Staff wellness and work satisfaction has to permeate the actions of all. That would include clear and consistently applied "policies, rules and administrative directives" and the practical utilization of technology.

8. The City is to become a place of sustainability; including maximizing recycling, minimizing the use of conventional electric power while maximizing alternate sources such as solar energy and utilization of the best technology such as LED lights.

9. Achieve accountability, or being held responsible, with clear goals and objectives, meaningful and periodic reporting and measuring of results.

10. Plan A – as follows:

1) Refinance $7,745,000 in Water Street debt which would save the city interest costs for this part of the debt.

2) The refinance period would be for 14 years.

3) The amount of millage to pay off part of the debt would be 2.3 mills; the revenue from this millage is scheduled to increase by 1% per year.

4) This would match the amount of millage that would come off the tax roll for the 2001 road bond issue, which will make the Water Street bond millage cost neutral for Ypsilanti citizens.

5) This would require a vote of the people; this election is proposed to be held in August of 2016.

6) The best estimate of the value of 1 city mill during the first year is $289,000 x 2.3 mills = $665,000.

7) This would leave the city with $5,500,000 in bonds that were not refinanced; on March 2016 the city would pay down $2,255,000 on this part of the Water Street debt. This money would come from non-General fund $418,000 and General Fund $1,837,000, which equal $2,255,000, leaving the city with $3,245,000 of bonds that were not refinanced to pay on until the money to pay down the principal is found. The sale of surplus city assets (mostly land) is where the city expects to gain this money.

8) This would leave the city with a projected spendable General Fund balance of $4,953,000 as 6-30-2016; if we use up $1M in General fund, Fund balance in FY 2015-16.

9) Allocation of full time employees in several key areas are as follows; 17 fulltime Officers in the Fire Department including the Fire Chief (reduction to occur through attrition), 32 sworn officers in the Police Department including the Police Chief, three in the Economic and Community Development Department or four if a new revenue source can be secured. The rest of the city staff will remain largely at status quo levels and will be adjusted to reflect budget and service demands as time progresses.

10) Annually, around the first week in September of each year, the city would know how much the General Fund, Fund Balance was actually reduced versus how much it was projected to be reduced for the previous FY budget year. If the administration and City Council felt that there were surplus funds in the General fund balance, that money would be spent to pay down part of the bonds that were not refinanced.

OFFERED BY: Mayor Pro-Tem Richardson
SECONDED BY: Council Member Anne Brown

Council Member Robb stated the goals were adopted at the last meeting and now Council is about to vote on the goals a second time. Mr. Robb stated the proper way to move forward with this item is to adopt the new goal, number 10, or a Council Member motion to reconsider. Mr. Robb stated if Council were to vote this down two resolutions would exist one supporting the goals and one against the goals. Mr. Robb stated the way to approve this is to remove goals one through nine and simply vote on the tenth goal. City Attorney Barr stated at the goal setting meeting a list of goals were submitted by Peter Letzmann and the City Manager submitted Plan A for Water Street. Mr. Barr said Council approved of Plan A in principal and advised the City Manager to continue the development of that plan. Mr. Barr stated it would be proper to approve of this resolution as submitted. Mr. Robb said goals one through nine is exactly the same as what was voted on and approved during the January 26th goal setting meeting. Mr. Robb stated this could set a precedent that two members of Council could bring back a defeated resolution over and over. Mr. Barr stated Council approved the goals in principal not the resolution that would adopt the goals also this adds Plan A to the goals. Mr. Robb stated when he spoke with the City Clerk she informed him that the goals were adopted during the goal session meeting on January 26th. Mr. Barr responded that is correct. Mr. Robb stated Council would be reaffirming faith in the goals. Council Member Murdock stated as the creator of that resolution Council approved of the goals as well as directed the City Manager to move forward with Plan A. Mr. Murdock added this resolution provides greater detail to what was submitted and approved during goal setting and adopting this would reaffirm what Council already adopted as well as provide more specificity to the goals. Mayor Edmonds agreed with Council Member Murdock.

On a roll call, the vote to approve Resolution No. 2016-022 was as follows:

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

VOTE:

YES: 7 NO: 0 ABSENT: 0 VOTE: Carried

4. Resolution No. 2016-023, authorizing parameters regarding sale of limited tax general obligation refunding bonds, Series 2016 (Taxable).

RESOLUTION AUTHORIZING PARAMETERS REGARDING SALE OF LIMITED TAX GENERAL OBLIGATION REFUNDING BONDS, SERIES 2016 (TAXABLE)

CITY OF YPSILANTI
County of Washtenaw, State of Michigan

Minutes of a regular meeting of the City Council of the City of Ypsilanti, County of Washtenaw, Michigan, held in the City, on the 2nd day of February, 2016 at 7:00 p.m., prevailing Eastern Time.

PRESENT: Members: Anne Brown, Nicole Brown,

Peter Murdock, Lois Richardson, Brian Robb, Daniel Vogt, and

Amanda

Edmonds

ABSENT: Members: None

The following preamble and resolution were offered by Council Member Murdock and supported by Mayor Pro-Tem Richardson.

WHEREAS, on January 5, 2016, the City authorized the issuance of its Limited Tax General Obligation Refunding Bonds, Series 2016 (Taxable) in an amount not to exceed $8,250,000 to refinance its 2006 General Obligation Limited Tax Capital Improvement Refunding Bonds (Taxable), dated June 8, 2006, in the original principal amount of $15,740,000 (the "Prior Bonds") relating to the City's Water Street redevelopment project; and

WHEREAS, the City desires to issue the Bonds in an amount so that the annual debt service is approximately equal to the amount of funds that could be generated by an ad valorem property tax debt millage levy of 2.3 mills per annum beginning with the July 1, 2017 tax levy; and

WHEREAS, the City estimates that 1 mill currently generates approximately $289,000 per year and 2.3 mills currently generates approximately $665,000 per year that would be available for debt service; and

WHEREAS, the City desires to authorize the City Manager and Director of Fiscal Services (the "Authorized Officers") to finalize the size, structure and sale of the Bonds within the parameters established by this Resolution.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Delegation to Authorized Officers; Bond Purchase Agreement; Sale Order. Each Authorized Officer is hereby authorized to finalize the size, structure and sale of the Bonds and execute and deliver a Bond Purchase Agreement and Sale Order within the parameters described in this Resolution.

2. Bond Debt Service Parameters. The Bonds shall be sized so that the annual debt service is no more than $665,000 per year beginning with the July 1, 2016 to July 1, 2017 fiscal year, with the maximum annual debt service thereafter increased by a property value growth factor assumption of 1% per year.

3. Rescission. All resolutions and parts of resolutions insofar as they conflict with the provisions of this Resolution be and the same hereby are rescinded.

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

Mr. Lange introduced Brian Lufkin, Miller Canfield, to answer any question Council might have.

Council Member Murdock asked what the next step is in this process. Mr. Lufkin responded the City has already established the underwriter as Hutchinson, Shocky, Erley, and Company. Mr. Lufkin said it will be a negotiated sale and will be sold to Hutchinson, Shocky, Erley, and Company investors. Mr. Lufkin said Council is authorizing the sale of the bonds tonight by the parameters set in the resolution. Mr. Murdock asked when the bonds will be sold. Mr. Lufkin responded the anticipated pricing date is the end of February and closing three to four weeks after that. Mr. Murdock asked if that will include the schedule of payments. Mr. Lufkin responded in the affirmative.

Council Member Murdock stated this is part of a whole restructuring of the debt the City has been examining over this past year. Mr. Murdock said the plan is to pay down some of the debt with approximately $2.2 million in fund reserves, refinancing the amount that 2.3 mils will cover, or around $7.8 million, and the amount not refinanced the City hopes to pay for through the sale of land, tax increment financing, or out of General Fund. Mr. Murdock said by doing this the City hopes to reduce its debt payments over the next 15 years from $1.4 million to just over $1 million. Mr. Murdock stated the City hopes to support the debt with a continuance of the City's debt bond that will end in 2016. Mr. Murdock stated once the 2.3 mil road millage ends the City hopes to replace it with a Water Street Debt millage this would provide for no net increase in City taxes.

Council Member Vogt asked what the most recent projection is for the bond interest rates. Mr. Lufkin responded that would be an issue the City's financial advisor should be asked. Mr. Lange responded the interest rates are slightly fewer than 4%. Mr. Vogt asked if the projection is that this process will save the City $5 million over the remaining fourteen years. Mr. Lange responded in the affirmative.

On a roll call, the vote to approve Resolution No. 2016-023 was as follows:

Council Member N. Brown	Yes	Council Member Robb	Yes
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 (Edmonds) VOTE: Carried

5. Resolution No. 2015-276, approving the City Manager and City Clerk Evaluation Policy. *(Tabled December 15, 2015)*

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, City Council is the governing body of the City of Ypsilanti charged by law with certain powers and duties to conduct the affairs of the City;

WHEREAS, there is a desire to codify an evaluation process for the City Manager and City Clerk;

NOW, THEREFORE, BE IT RESOLVED the Ypsilanti City Council hereby adopts the City Manager Evaluation Policy and Procedure.

BE IT FURTHER RESOLVED the Ypsilanti City Council hereby adopts the City Clerk Evaluation Policy and Procedure.

OFFERED BY: Council Member Anne Brown
SECONDED BY: Council Member Nicole Brown

Council Member Murdock moved, seconded by Council Member Anne Brown to remove Resolution No. 2015-276 from the table.

On a voice vote, the motion carried, and Resolution No. 2015-276 was removed from the table.

Council Member Robb stated when this resolution was initially before Council Mayor Edmonds stated she had comments before approval which he has not yet received. Mr. Robb asked if Mayor Edmonds would like to make those comments or changes to the policy. Mayor Edmonds responded she made recommendations at the meeting but she is willing to adopt this resolution.

Mr. Lange stated he would hope that this would be completed as soon as possible because the next evaluation is scheduled for July for both he and the Clerk.

Council Member Anne Brown asked for the status of the evaluation. Council Member Robb responded he has the evaluations ready to distribute to Council. Mayor Edmonds asked what the deadline is for the current round of evaluations. Mr. Robb responded he would like them returned in a week and said it is not a long process.

Mayor Edmonds asked if there needs to be a change in the language of the resolution to indicate the policy begins with the next round of evaluations. Mr. Barr responded if Council wanted to make it clear the resolution could be effective upon the completion of the current process but no later than May 5, 2016.

Council Member Anne Brown moved, seconded by Council Member Nicole Brown to amend the resolution to state "the policy will become effective upon the completion of the current process but no later than May 5, 2016".

On a roll call, the vote to amend Resolution No. 2015-276 was as follows:

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

VOTE:

YES: 7 NO: 0 ABSENT: 0 VOTE: Carried

On a roll call, the vote to approve Resolution No. 2015-276 as amended was as follows:

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

VOTE:

YES: 7 NO: 0 ABSENT: 0 VOTE: Carried

6. Resolution No. 2016-026, recognizing the contribution and service of Director of EMU Government and Community Relations Ken Dobson II ***(Added)***

Resolution Recognizing the Contributions of Ken Dobson, II

Whereas, Eastern Michigan University serves as a landmark and is a key partner in Ypsilanti, Michigan; and

Whereas, the Office of Government and Community Relations works to ensure Eastern Michigan University develops and maintains an effective local legislative network for the advancement of EMU and community initiatives and priorities; and

Whereas, Mr. Kenneth Dobson, II is a seasoned and dynamic government relations executive with more than 20 years-experience; and

Whereas, Mr. Dobson as Executive Director of Government and Community Relations served on the City of Ypsilanti Downtown Development Authority Board and several community boards; and

Whereas, he contributed to the advancement of the community through serving as Co-Chair of the Eastern Leaders Group, Chairperson of EMU 2015 United Way, Chairperson of EMU My Brother's Keeper Initiative, Co-Chair of Eastern Washtenaw Safety Alliance, Co-Chair of EMU MLK Jr., Presidents Luncheon and was the 2015 NAACP Ypsilanti Willow Run Branch Pubic Service Award Recipient.

NOW THEREFORE BE IT RESOLVED, That Mr. Kenneth Dobson, II will be recognized and remembered for his great contributions and service toward the advancement of the Ypsilanti Area Community and building a stronger relationship between the City of Ypsilanti and Eastern Michigan University.

OFFERED BY: Council Member Anne Brown
SECONDED BY: Council Member Nicole Brown

Council Member Anne Brown stated she understands Council finds issue with receiving resolutions on the same day as a regularly scheduled meeting but Mr. Dobson is leaving Eastern Michigan University on February 12, 2016 to pursue other avenues. Ms. Anne Brown added Mr. Dobson is looking forward to his new role but will still be able to assist the City at some capacity. Council Member Vogt asked what Mr. Dobson's new position is. Ms. Anne Brown responded he will be working for the Airport Authority.

Mayor Edmonds stated she came to know Mr. Dobson through working on the Downtown Development Authority and he was very helpful through strategy development and appreciates his leadership in many other endeavors in the City.

Mr. Lange stated Mr. Dobson contacted him to inform him that EMU will have an interim person who will be introduced to the City.

On a roll call, the vote to approve Resolution No. 2016-026 was as follows:

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

VOTE:

YES: 7 NO: 0 ABSENT: 0 VOTE: Carried

~~7. Resolution No. 2016-025, opposing House Bill 5232 and Senate Bill 720.~~ **(Moved and heard at the beginning of Section X)**

XI. <u>LIASON REPORTS</u> –

A. SEMCOG Update - None
B. Washtenaw Area Transportation Study - None
C. Urban County – Mayor Edmonds stated Urban County will be considering priority projects next month. She stated Economic Development Director Beth Ernat is beginning to focus more on Urban County and how the City can maximize its ability to gain resources. Ms. Ernat added the City has applied for $125,000 grant for any expenses garnered by Amtrak Rail. Ms. Edmonds stated that grant is very much in-line with priority projects set by Urban County.
D. Freight House – Council Member Murdock stated the heat is now working in the whole building. He said the estimated project completion date is sometime in March.
E. Parks and Recreation – Council Member Anne Brown stated she met with Parks Commissioner Evan Sweet who informed her that the Parks and Recreation Commission is looking to redo the Adopt a Park application. She said there was also discussions about MPARK Conference that will be attended by the City's Associate Planner. She said she met with the Department of Natural Resources who provided information on their Adopt a Park process and about grant possibilities that could possibly help the City.
F. Millennial Mayors Conference - None
G. Ypsilanti Downtown Development Authority – Mayor Edmonds stated DDA Director Tim Colbeck has stepped down and February 12th will be his last day. She said the DDA is currently considering a proposal for the City to provide director services for the DDA. She said that proposal will first go through approval of the DDA Board and then to Council. She said other communities do split time between DDA Director and actual City Staff. She said Community Development Director Joe Meyers will provide the majority of staff time to the DDA.

   Council Member Vogt stated it sounds like this could be a win for both the City and the DDA. Mr. Vogt asked if staff have full confidence to do what is needed and he assumes there will be a financial gain for the City. Ms. Ernat responded in the affirmative and said there will be a savings of around $50,000 for the DDA while netting the City an extra $10,000 to be used as a stipend for Community Development staff that will be asked to work longer hours. Ms. Ernat said she absolutely feels that staff will be able to perform the task needed in order for the DDA to be successful. Ms. Ernat said staff will execute the vision of the DDA and is not looking to usurp power from the DDA. Ms. Ernat said one of the current interns in the Community Development Department will become temporary part-time.

   Mayor Pro-Tem Richardson asked if the only financial gain for the City would be $10,000. Ms. Ernat responded in the affirmative and said the City is already receiving $100,000 a year from the DDA. Mayor Edmonds stated the contract amount is the DDA would pay the City $58,000. Ms. Ernat responded in the

affirmative and added $48,000 of those funds she will propose to be allocated to the Community Development Department to compensate the employees for the extra work required.

Mayor Edmonds stated she has spoken with Ms. Ernat regarding concerns that she has had and the duration of the contract. Ms. Edmonds said those concerns were smoothed because the contract is an "at will" contract.

Council Member Anne Brown asked if there will be any training of the DDA Board possibly using some of the extra $10,000 for that training. Ms. Ernat responded that is something that has been discussed. Ms. Anne Brown asked the City to begin looking at the diversity of the DDA Board. Ms. Ernat responded staff would provide advice to ensure that DDA abides by state statute but selecting and vetting members is the duty of the Mayor and Council.

Council Member Murdock stated this arrangement can bring forth a lot of good possibilities, however, there are certain things that cause for concern. Mr. Murdock said if this arrangement will modify or negate the agreement that was made with the DDA then there is an issue. Ms. Ernat responded this will not affect the intergovernmental agreement already in place. Mr. Murdock said basically it is cost sharing between the City and the DDA for staff and added the DDA is renting space at City Hall and will no longer need to do that. Ms. Ernat responded the DDA offices will be used as dedicated meeting room. Mr. Murdock stated something like this was performed years ago simply because the DDA did not have much revenue.

Mr. Lange stated this situation keeps the City from having to lay-off staff in the Community Development Department as was discussed during goal setting.

H. Eastern Washtenaw Safety Alliance - None

I. Police-Community Relations/Black Lives Matter Joint Task Force – Council Member Nicole Brown stated the meeting is scheduled for Monday, February 8, 2016. She said the Task Force is finishing a memo and will send it to the Human Relations Commission once completed.

XII. COUNCIL PROPOSED BUSINESS –

Robb

- Stated state law allows the City to hold back 25% in escrow for someone's fire insurance and asked if the state participates in that.

  Mr. Lange responded he would need to follow-up with Chief Anthouard. Mr. Barr responded the City does follow that procedure but he is not certain if the amount is 25%. Council Member Robb asked if the City did that for 169 N. Washington. Mr. Barr responded he would need to follow up to be certain. Mr. Robb asked if that is on a selective basis or is it always applied. Ms. Ernat responded there was a fire at 169 N. Washington but there was never any insurance money claimed. Council Member Murdock asked if that was the case for 314 Washtenaw. Ms. Ernat responded she has not researched that building. Mr. Robb asked if it is listed under the City's vacant and dangerous buildings. Ms. Ernat responded it is not on the dangerous buildings list. Mr. Robb asked if a fire would trigger a building to be added to the vacant and dangerous buildings list. Ms. Ernat responded it can trigger that but not in this circumstance. Mr. Robb stated things happen very slowly here and two years to fix a building in the downtown is embarrassing.

- Asked for an update on Water Street and if AKT Peerless has provided the deliverables.

  Ms. Ernat responded they have not. Mr. Robb asked if they were in violation of the contract. Ms. Ernat responded there are new developments which will be discussed later.

Nicole Brown

- Asked if the email versions of the evaluations are fillable forms.

  Council Member Robb responded in the affirmative.

Anne Brown

- Stated there will be a reception for the two finalists for the Washtenaw County administrator position which will be held on Thursday, February 11th at 5:30 p.m.

Murdock

- Stated there was an article in MLive regarding Joe Golder's property issue that referenced litigation between Mr. Golder and the City and he was not aware of any litigation that is occurring.

  Mr. Barr responded there is no litigation between Mr. Golder and the City. Council Member Murdock asked the City Attorney to see if he is able to get that article corrected.

- Stated Beal Properties has purchased two fairly large apartment buildings in the City and several properties in Toledo. Mr. Murdock stated it is very frustrating watching this happen while the Thompson Block sits without construction occurring over the past seven months.

- Stated Council has not been informed about Water Street in sometime and it is aware there are issues. He said Council provided the Recreation Center an extension of 120 days in 60 day increments and the end of the first increment is next week. Mr. Murdock asked is the Recreation Center planning on asking for the next 60 day increment.

- Asked what is the status of Herman Kittles and if that project is still going to happen.

- Stated there was a lot of discussion about the train stop in December but there has been no discussion about it recently.

- Stated he and Council Member Robb will be holding a Town Hall meeting on Wednesday, February 3, 2016 between 6:00 and 7:30 p.m. at the Lampshade at 206 W. Michigan.

Richardson

- Stated she was on a conference call with staff from the MML to discuss aiding the people of Flint. Ms. Richardson stated through the discussion it was realized that many things are water related and not necessarily water itself. She said some of the things that were listed were hand sanitizer, baby formula, baby wipes, and other things that are needed for daily hygiene and other nutritional items. She said the final logistics are being prepared. She requested Council get behind this and requests the public to do so as well.

- Stated the Saginaw News Paper did a seven page report regarding the municipalities in Michigan of what the lead content is in the water supply and Ypsilanti. Ms. Richardson asked what would have been the results of that test if done before the pipes were changed.

  Council Member Anne Brown stated there were a few children that tested positive for lead poison in Washtenaw County.

  Council Member Murdock stated he asked Jeff Castro of Ypsilanti Community Utilities Authority to prepare a presentation on Ypsilanti's water supply and Water lines.

  Mayor Edmonds stated she wrote Ypsilanti YCUA Representation Michael Bodary to ask what the contingency plans are for YCUA if contamination is found. Council Member Murdock stated there are two connections hooking up to the Detroit River so it is a duplicate system.

- Stated when initially discussing displaying art at City Hall as a part of First Fridays there were concerns raised about possible damage to the walls. Ms. Richardson said as a result of the art being hung there is in fact damage to the walls.

  Mayor Edmonds responded that is why after the first installation the City did not participate further. Ms. Edmonds added the pictures currently hanging are from the High School

- Stated she received a call from a resident that received a ticket during the last snow fall and received a $50 bill for snow removal and they were concerned about that.

XIII. <u>COMMUNICATIONS FROM THE MAYOR</u> –

- Stated during communications she will be adding additional nominations.

XIV. <u>COMMUNICATIONS FROM THE CITY MANAGER</u> –

- Stated he understands City Council's frustration with many of these items and will try to relieve as much as that as possible without harming possible future prospects.

  Ms. Ernat distributed a memo and stated the City has been working with Washtenaw County Parks and Recreation for a very long time. Ms. Ernat said at this point the circumstances have become very difficult for the development over the past year. Ms. Ernat stated City staff has suggested the County to bring a private developer which they seemed interested in exploring this possibility. Ms. Ernat stated an additional positive to this scenario is a public private partnership creates a taxable development. Ms. Ernat stated she is asking for the patiencefrom Council to see this scenario through.

  Mayor Pro-Tem Richardson asked who both parties involved are. Ms. Ernat responded the Washtenaw County Parks and Recreation and a private developer. Ms. Richardson stated when this first began Robert Teten told Council the recreation center would be completed in 18 months which was 6 years ago and now he is one of the finalists for the County Administrator. Ms. Richardson stated this is a very frustrating situation that now they are talking about private development. Mr. Lange stated this is a three party project, the City provides

the land, the County provides the building, and a third party runs the operation. Mr. Lange stated at one point the operating party was the YMCA which is no longer the case. Mr. Lange stated staff is working very hard to save this program and this allows the ability to move forward.

Council Member Vogt stated the reality is there is nothing there now and nothing is going to happen right know. Mr. Vogt stated if this was brand new today it would have a more positive reaction and implored staff to move forward.

Council Member Robb asked if the City is going to pay for the infrastructure needed for this building. Mr. Lange responded the plan for the infrastructure was aligned around what we expected to happen on the site. Mr. Lange said he has made no bad deals for the City regarding the infrastructure and the City could not handle constructing the infrastructure on its own.

Council Member Anne Brown stated in the Recreation Center was brought before Council in December to ask for more time to seek additional funding. Ms. Ernat responded in the affirmative. Ms. Anne Brown stated what has evolved in terms of a new partnership that would develop the fitness center and becomes a lease holder and asked why they would need to do that. Ms. Ernat responded in December it was getting to the point of realization that this relationship between the developer and the County would not work. Ms. Ernat added the two entities needed that time to negotiate, fact find, and come to financial terms.

Mayor Pro-Tem Richardson stated she spoke with a County Commissioner who shares concern with the progress of this project. Ms. Richardson stated she needs to have clear understanding of what will be the cost to the residents to use the recreation center if it is opened as a private public partnership. Ms. Ernat replied the private developer is aware of that concern and understands the context of what they would bring in. Ms. Ernat added this scenario could also result in a purchase price rather than selling the land for $1.

Council Member Murdock stated a fitness center has a different image to him then a public recreation center. Mr. Murdock stated it seems that the scope of the project is changing, or the County is looking for some way to get out of the deal. Ms. Ernat stated the difference between a recreation center and a fitness center as Council reads the memo is semantics. Ms. Ernat added what was told to the private developer, in very specific terms, is exactly what is expected.

Council Member Anne Brown stated if the public/private partnership moves forward what will happen to the dollars allocated with the recreation center. Ms. Ernat responded that is currently being examined. Ms. Anne Brown said the memo states "if the private/public partnership fails then the City and the County Parks and Rec Department will be in the exact place as it was in December…" and if that is the case the City might want to discuss in closed session if it should move forward with this project. Ms. Ernat agreed. Ms. Anne Brown stated in the memo it says the County has already hired a contractor and asked why that has happened already. Ms. Ernat responded the contractor was hired before this setback.

Mayor Pro-Tem Richardson stated in the past six years all construction costs have risen and if this was completed then this project could have completed at a much lower price.

Council Member Robb asked the name of the developer. Ms. Ernat responded at this point it is not the City's negotiation. Mr. Robb asked Ms. Ernat who she

visited in Ohio. Ms. Ernat responded she visited several different developments in Ohio. Ms. Ernat added she does not feel the City should reveal the developers name before the negotiations are complete with the County.

Council Member Robb asked for an answer to Council Member Murdock's question regarding the Thompson Block. Council Member Murdock clarified Beal Properties have purchased two apartment buildings in Ypsilanti and several properties in Toledo and asked why he hasn't completed the Thompson Block Project. Ms. Ernat responded a development group is being formed that does not include Beal Properties to complete the project. Ms. Ernat said the original development group consisted of approximately 30 investors and those investors are currently attempting to buy out Beal Properties' share. Ms. Ernat stated the MEDC has informed the investment group that Beal's involvement in the Thompson Block will not result in any additional funding. Ms. Ernat responded she understands at this point Tyler Weston is leading that group and she is awaiting information regarding the hiring of a general contractor. Mr. Robb stated there is $2 million in state historic tax credits that are set to expire on December 31, 2016, which means the Thompson Block will need to have a certificate of occupancy by that date. Mr. Robb added at the next meeting if he has support he would like to move forward with a resolution that will invoke the Dangerous Building's Ordinance on the Thompson Block to demolish the building. Mr. Robb said this is a $5.8 million project and without the $2 million in tax credits this project has no chance. Mr. Robb said approving the Thompson Block OPRA was the first thing that he did in November of 2006 and still the project is not completed and these projects languish because the City allows them to languish. Mr. Robb said the City needs to begin litigation to demolish the building now rather than wait until the end of the year. Ms. Ernat responded if that is the will of Council she will prepare that resolution.

Mr. Lange advised Council to not move forward with demolishing the Thompson Block at this time. Mr. Lange said while Beal Properties is involved with that project it will not be completed, so the City can either kill the project or find a credible developer. Mr. Lange added it falls in the same line as the recreation center the project can end or a developer can be solicited to complete the project. Council Member Robb stated it is a vacant space right now and it is an eyesore and a dangerous building. Mr. Robb asked in your discussions with Tyler Weston did he inform you that the $2 million in tax credits are about to expire. Mr. Lange responded in the affirmative. Mr. Robb asked when will the City be submitted a plan for the development and said the development group is trying to raise funds for the project and now it will have to raise an additional $2 million. Mr. Robb asked in Mr. Lange's professional opinion how long should this project be allowed to continue. Mr. Lange responded no project should be allowed to continue indefinitely. Mr. Robb stated this project has gone on for ten years and asked how much longer than ten years this will be allowed to continue. Mr. Lange responded he would be able to provide Council with that information after a small amount of research.

Mayor Edmonds stated she realizes that some members of Council have been on Council longer but this Council includes new members and there is new staff and she would like to award time to press Mr. Tyler about this project.

Council Member Murdock asked if the City and the Washtenaw County Parks and Recreation Department are at square one regarding the recreation center. Mr. Murdock stated it is unknown who will operate the recreation center and who will own the recreation center. Mr. Murdock stated it seems this project is worse off than when it was first introduced six years ago. Ms. Ernat responded she is

trying to describe candidly how this project is moving forward, but if it is the will of Council to not move forward with the project tell her and she will ask the developer to step away. Mr. Murdock asked when the drop dead date is planned for April. Ms. Ernat responded that would not be her recommendation. Mr. Murdock stated the agreement ends in April. Ms. Ernat responded she understands that but at this point what is being proposed is not an agreement with the County Parks and Recreation Department. Ms. Ernat said what is being proposed is an agreement with the developer and if they submit a Letter of Intent (LOI) the City will take back control of the situation and set timeframes. Ms. Ernat said at that time Council would be able to fully vet the developer and ensure how this project will unfold. Ms. Ernat added the City can either go down this path or it is back at stage one with Water Street. Mr. Murdock responded he is willing to continue with this project but he is not willing to extend it for another decade. Ms. Ernat agreed. Mr. Murdock said at some point staff will meet with these individuals for negotiations and it will either make sense or it won't. Mr. Murdock asked for a framework of when the decision for the project will be made.

- Stated the City will be receiving funding from EMU for the Heritage Bridge.

XV. <u>COMMUNICATIONS</u> –

The next scheduled election is March 8, 2016 – Presidential Primary

<u>Dates to Remember</u>:
Last day to register – February 8, 2016
Last day to receive AV ballot by mail – March 5, 2016
Last day to obtain an AV ballot in person – March 7, 2016 at 4:00 p.m.
Ballots are available daily from 8:00 a.m. to 5:00 p.m. for pick-up
For mail, please allow 2-3 days for U.S. mail delivery

The Clerk's Office is open Saturday, March 5, 2016 from 8 a.m. - 2 p.m. for electors who wish to receive an AV ballot.

XVI. <u>AUDIENCE PARTICIPATION</u> –

None

XVII. <u>REMARKS FROM THE MAYOR</u> -

Nominations:

<u>Human Relations Commission</u>
Tanasia Morton (replacing Martha Valadez)
1000 N. Huron River Dr.
Ypsilanti, MI 48197
Term Expiration: 11/1/2018

<u>Planning Commission</u>
Jared Talaga (new appointment)
329 Worden
Ypsilanti, MI 48197
Term: Expiration: 2/2/2019

Added: **<u>Ypsilanti Community Utilities Authority</u>**
Michael Bodary (Reappointment)

1206 Westmoorland
Ypsilanti, MI 48197

Human Relations Commission
Tanasia Morton (replacing Martha Valadez)
1000 N. Huron River Dr.
Ypsilanti, MI 48197
Term Expiration: 11/1/2018

Planning Commission
Jared Talaga (new appointment)
329 Worden
Ypsilanti, MI 48197
Term: Expiration: 2/2/2019

Historic District Commission
Jane Schmiedeke (Reappointment)
313 High St.
Ypsilanti, MI 48197

Alex Pettit (Reappointment)
945 Sheridan
Ypsilanti, MI 48197

XVIII. CLOSED SESSION –

Closed Session to discuss attorney opinion - OMA Section 15.268(h)

Council Member Vogt moved, seconded by Council Member Nicole Brown to adjourn to closed session at 9:34 p.m.

On a roll call, the vote to approve Closed Session was as follows:

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

VOTE:

YES: 7 NO: 0 ABSENT: 0 VOTE: Carried

XIX. ADJOURNMENT –

Resolution No. 2016-024, adjourning the 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:
SECONDED BY:

On a voice vote, the motion carried, and the meeting adjourned at 10:45 p.m.

CITY OF YPSILANTI
COUNCIL MEETING MINUTES
CITY COUNCIL CHAMBERS, 1 S. HURON
YPSILANTI, MI 48197
TUESDAY, FEBRUARY 16, 2016
7:00 P.M.

I. CALL TO ORDER –

The meeting was called to order at 7:05 p.m.

II. ROLL CALL –

Council Member Anne Brown	Absent	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		

Council Member Murdock moved, seconded by Council Member Nicole Brown, to excuse the tardiness of council Member Anne Brown.

On a voice vote, the motion carried, and the tardiness 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. AGENDA APPROVAL –

Mayor Pro-Tem Richardson moved, seconded by Council Member Nicole Brown, to approve the agenda.

Council Member Nicole Brown motioned to move Resolution No. 2016-032 to the beginning of Section XI, Resolutions/Motions/Discussions.

Council Member Murdock motioned to move Resolution No. 2016-029 from Section X, Consent Agenda, to the end of Section XI, Resolutions/Motions/Discussions.

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

VI. INTRODUCTIONS –

Mayor Edmonds introduced the following individuals: City Manager Ralph Lange, City Clerk Frances McMullan, Clerk Assistant Semaj Ray, City Attorney John Barr, Assistant to the City Manager Ericka Savage, Community Development Director Joe Meyers, Economic

Development Director Beth Ernat, Community Development Intern Rasheed Atwater, Ypsilanti Housing Commission Director Zach Fosler, Chesapeake Community Advisors Special Consultant Vicki Vaughn, Fiscal Service Director Marilou Uy, and Miller & Canfield Attorney Ronald Baylor.

VII. PRESENTATIONS –

1. GFOA Distinguished Budget Award – Eric A. Schertzing

Eric A. Schertzing presented the GFOA Distinguished Budget Award to the City of Ypsilanti accepted by Fiscal Service Director Marilou Uy.

Mayor Edmonds congratulated Fiscal Service Director Marilou Uy, Mr. Lange, and many others for their tireless work.

Council Member Vogt stated he considers this award and the many other awards Ms. Uy has received throughout the years as extremely meaningful. Mr. Vogt stated although it is not said very often he has great admiration of Ms. Uy's work and encouraged her to continue her exceptional work.

Fiscal Sevices Director Marilou Uy thanked Council for their support and City Manager Lange for his participation in the budget review and preparing all project recommendations. Ms. Uy thanked all department heads for their assistance in departmental budget preparation, Executive Secretary Nan Schuette for her proofreading of the budget, most of all General Accountant II Rheagan Basabica for compiling the data into the GFOA format, the Fiscal Services staff, and Eric Schertzing for the presentation of the award.

2. Proclamation in Recognition of Black History Month

Mayor Pro-Tem Richardson read a Proclamation in recognition of Black History Month. Ms. Richardson said this is the 40th anniversary of Black History Month but while she was growing up there was only a Black History Week.

Mayor Edmonds thanked Mayor Pro-Tem Richardson for her reading of the proclamation and for the additional history she provided.

Council Member Nicole Brown stated it is important to remember that even though this month is a celebration of the achievements of African Americans they should be celebrated throughout the year. Ms. Nicole Brown said the contributions of African Americans often go unnoticed but they effect communities, countries, and throughout the globe. Ms. Nicole Brown added African Americans should be recognized for their achievements throughout the year not in a single month.

VIII. PUBLIC HEARING –

Public hearing on the creation of a Neighborhood Enterprise Zone (NEZ) for the Southwest Gateway Area

Community Development Director Joe Meyers informed Council this public hearing is required by law. Mr. Meyers explained once the notice was sent the hearing must be held within 45 days to allow taxable entities to provide input.

Mayor Edmonds asked for a brief overview of the Neighborhood Enterprise Zone (NEZ) that this public hearing is being held for. Mr. Meyer responded NEZ is a tax incentive for properties in a certain area which will be located in the Southside of the City, excluding commercial areas. Mr. Meyers said the NEZ will incentivize individuals to redevelop their home or build a new home.

A. Open public hearing

1. Julia Roberts, Ann Arbor Area Transit Authority, stated there will be new routes released in May 2016 that will run through the proposed NEZ. Ms. Roberts stated she will leave information about these new routes.

B. Resolution No. 2016-027, closing public hearing

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

That the public hearing on the Creation of a Neighborhood Enterprise Zone (NEZ) for the Southwest Gateway Area be officially closed.

OFFERED BY: Council Member Nicole Brown
SECONDED BY: Mayor Pro-Tem Richardson

Mayor Edmonds asked what the City's next step is to implement the NEZ. Mr. Meyers responded the next step is gather community input, create a policy, and submit the policy to Council for adoption. Ms. Edmonds asked what the strategy is for gathering public input. Economic Development Director Beth Ernat responded a committee including some key stakeholders in that community, who will assist in holding an event, create question and answer sessions, attend neighborhood meetings, and solicit opinion on both the City's Website and Facebook page. Mayor Edmonds asked what the timeline is. Mr. Meyers responded the plan is to return to Council with the policy by April 5th.

IX. AUDIENCE PARTICIPATION –

1. Tanasia Morton, 1000 N. Huron River Dr., introduced herself and said she is a junior at Eastern Michigan University studying Political Science with a minor in Communications. She said she is a candidate for a seat on the Human Relations Commission. She said she is currently the Treasurer for EMU's NAACP, Treasurer for the Michigan Youth and College Division of the NAACP, EMU Student Government Senator, and a candidate for Student Body President, she works at a small shop in Ypsilanti, and recently was awarded a Certificate of Recognition for her leadership by Ypsilanti. She stated she was interested in serving on the Human Relations Commission to provide a student voice on that body and connect the student body to the Ypsilanti.

2. Elizabeth Hunter, 827 Bruce, Ann Arbor, stated she is here to ask what she has already asked of the Community- Police Relations/ Black Lives Matter Task Force which is if anyone has found answers to one of the questions listed at the end of Radical Washtenaw's report about bench warrant arrests.

3. James Goldsmith, 1080 Rosewood Ave, stated he is here on behalf of Mentor2Youth and informed Council that Mentor2Youth is holding a bowling fundraiser. He said if you are not a bowler there are many other opportunities to help. He said the event will be held on Saturday, April 9th at 1:00 p.m. He said there will be a raffle and prizes for the Elvis fest, a Visit Ypsi package that will include gift certificates valuing at $100, Detroit Tigers tickets, and other prizes.

4. Casey Vannes, 704 Pearl #3, stated parking tickets are $50 for a first offense, which she feels is high. She said in other communities parking tickets begin at $10 to $15 and if not paid for 30 days it rises to $80 and sent to the District Court. She said that can become a challenge for those with lower financial means.

X. REMARKS BY THE MAYOR –

- Thanked Ms. Morton for her comments and it was her desire to have a student voice on the Human Relations Commission from Eastern Michigan University Student Body and is happy to give you the nomination.

- Stated she understands there has been a great deal of parking tickets written by the new parking enforcement officers.

  Clerk Frances McMullan stated the only parking ticket a person can receive for $50 on the first offense is if parked in a residential zone without a permit. Ms. McMullan added expired meter tickets are $10 if paid be the next business day and $15 for 14 business days after that.

  Council Member Nicole Brown stated the Joint Task Force is currently waiting information to provide answers to the Radical Washtenaw report. Ms. Nicole Brown said once the Task Force receives any information it will share that with any interested parties.

  Mr. Lange apologized and said the Police Chief has been tasked to provide a response to the Radical Washtenaw report and unfortunately he has been tied up in jury duty.

X. ~~CONSENT AGENDA~~ – ~~Resolution No. 2016-028A~~

~~1. Resolution No. 2016-028, approving minutes of January 26, 2016.~~ **(Moved and heard at the beginning of Section XI, Resolutions/Motions/Discussions)**

~~2. Resolution No. 2016-029, approving appointments to City Boards and Commissions.~~ **(Moved and heard at the end of Section XI, Resolutions/Motions/Discussions)**

XI. RESOLUTIONS/MOTIONS/DISCUSSIONS

1. Resolution No. 2016-028, approving minutes of January 26, 2016.

   RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

   THAT the Goal Setting Minutes of January 26, 2016 be approved.

OFFERED BY: Council Member Murdock
SECONDED BY: Mayor Pro-Tem Lois Richardson

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

2. Resolution No. 2016-032, approving Parkridge Memorandum of Agreement with the State Historic Preservation Office (SHPO).

   RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

   WHEREAS, the City of Ypsilanti supports the Ypsilanti Housing Commission and their desire to develop the Parkridge Homes at 602-699 Armstrong Drive and 503-577 First Court and a site plan has been approved by the Ypsilanti Planning Commission; and

WHEREAS, due to adverse historical findings a Memorandum of Agreement is required to create conditions for demolition; and

WHEREAS, Washtenaw County will be providing photo documentation, research and historical report, interpretation plans, and the erection of a historical marker to recognize the historic condition of the existing site.

NOW THEREFORE BE IT RESOLVED THAT the Ypsilanti City Council authorizes the City Manager to enter into the Memorandum of Agreement with The Ypsilanti Housing Commission, Washtenaw County, the Department of Housing and Urban Development and the State Historical Preservation Office for the demolition of the Parkridge Homes and the preservation plan identified in the MOA.

OFFERED BY: Mayor Pro-Tem Richardson
SECONDED BY: Council Member Nicole Brown

Ms. Ernat stated Washtenaw County will not be the contractor for this project. Ms. Ernat said she is very pleased with the progress of Parkridge Redevelopment and is looking forward to the demolition with the photo documentation, preservation plan, and historical marker which will add to the project. Ms. Ernat said she does not see why there would be any opposition to this resolution.

On a roll call, the vote to approve Resolution No. 2016-032 was as follows:

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

VOTE:

YES: 6 NO: 0 ABSENT: 1 (A. Brown) VOTE: Carried

Mayor Edmonds stated she is very excited about the project and it is amazing to see the progress that is being made daily.

Mayor Pro-Tem Richardson asked how the building on Michigan Ave is going to be used. Ypsilanti Housing Commission Director Zack Fosler responded that building will be used as a management space and resident community space for the residents that reside at Paradise Manor. Mr. Fosler said the space can be used as a meeting space for residents, a computer lab, a kitchen area, management offices, and an office for a full-time onsite social worker. Ms. Richardson asked what will happen to the "tot lot" on Michigan Ave and said she liked that the park was visible to people driving along Michigan Ave. Ms. Richardson added the vegetation around the park has also grown to a point making it difficult for parents to see their children playing at the park. Mr. Fosler responded he has heard these same issues from residents, partly from overgrown vegetation and from the physical location of the park. Mr. Fosler said the feedback the Housing Commission received from residents is that the playground will be moved to a more central location. Ms. Richardson asked if the playground will be moved. Mr. Fosler responded more than likely new equipment will be installed. Ms. Richardson stated there is not a lot of space in the center of that housing development. Mr. Fosler responded there is a rectangular sidewalk path with open space in the center on the site that is ideal for a playground.

Mayor Pro-Tem Richardson stated she has seen residents use that area as a communal space or green space. Mr. Fosler replied there will still be ample green space on the site and it will not prevent residents from gathering. Ms. Richardson stated she is referring to a space that several families would be able to come together not just a small area. Ms. Richardson asked what has been the opinion of residents to use

that space for a playground. Mr. Fosler responded residents are in support of moving the playground to a central location.

3. Resolution No. 2016-030, amending resolution authorizing issuance of Limited Tax General Obligation Refunding Bonds, Series 2016 (Taxable).

RESOLUTION AMENDING RESOLUTION AUTHORIZING ISSUANCE OF LIMITED TAX GENERAL OBLIGATION REFUNDING BONDS, SERIES 2016 (TAXABLE)

CITY OF YPSILANTI
County of Washtenaw, State of Michigan

Minutes of a regular meeting of the City Council of the City of Ypsilanti, County of Washtenaw, Michigan, held in the City, on the 16th day of February, 2016 at 7:00 p.m., prevailing Eastern Time.

WHEREAS, on January 5, 2016, the City approved the Resolution Authorizing Issuance of Limited Tax General Obligation Refunding Bonds, Series 2016 (Taxable) (the "Bond Resolution") which authorized the issuance of bonds in an amount not to exceed $8,250,000 (the "Refunding Bonds") to refinance its 2006 General Obligation Limited Tax Capital Improvement Refunding Bonds (Taxable), dated June 8, 2006, in the original principal amount of $15,740,000 relating to the City's Water Street redevelopment project; and

WHEREAS, on February 2, 2016, the City approved a Resolution Authorizing Parameters Regarding Sale of Limited Tax General Obligation Refunding Bonds, Series 2016 (Taxable) (the "Parameters Resolution") which limited the annual debt service on the Refunding Bonds to approximately the amount of funds that could be generated by an ad valorem property tax debt millage levy of 2.3 mills per annum beginning with the July 1, 2017 tax levy with a 1% annual increase in the taxable value of taxable property in the City; and

WHEREAS, the City now desires to issue the Refunding Bonds in two series and to increase the aggregate amount of Refunding Bonds that may be issued.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Capitalized terms used herein but not defined herein shall have the meaning given to such terms in the Bond Resolution.

2. The Bond Resolution is hereby amended to provide that the City may issue Refunding Bonds in two series, which shall be entitled the Limited Tax General Obligation Refunding Bonds, Series 2016A (Taxable) (the "2016A Bonds") and Limited Tax General Obligation Refunding Bonds, Series 2016B (Taxable) (the "2016B Bonds"). Together the 2016A Bonds and 2016B Bonds shall be issued in the aggregate principal amount of not to exceed Ten Million Eight Hundred Thousand Dollars ($10,800,000).

3. All other provisions of the Bond Resolution shall apply to both the 2016A and 2016B Bonds and the sale parameters established by the Parameters Resolution shall apply only to the 2016A Bonds.

4. All resolutions and parts of resolutions insofar as they conflict with the provisions of this Resolution be and the same hereby are rescinded.

OFFERED BY: Council Member Robb
SECONDED BY: Council Member Murdock

Mr. Lange stated because things are changing continuously and the sentiment that property will not be able to be sold as quickly as once thought he would like to increase the amount refinanced $10.8 million to take advantage of a lower interest rate. Mr. Lange stated 2.3 mils would recover $7.745 million and at 3.5% the same 2.3 mils $8.04 million.

Mr. Lange provided a presentation. **(See attached)**

Council Member Murdock thanked everyone involved in putting together this complicated plan and said what was developed is the best plan available to the City. Mr. Murdock stated as he has been talking to people about Water Street mostly what he hears is people are tired of hearing about the Water Street debt. Mr. Murdock said it is a true sentiment because Water Street has dominated the majority of discussions Council has had over the past fifteen years. Mr. Murdock stated the Water Street debt has a great influence over many other decisions that Council makes. Mr. Murdock stated this plan will create real savings for the City by buying down approximately $2.2 million in debt and reduces the debt from $13.2 million to around $11 million. Mr. Murdock stated the City would refinance in two segments an additional $10 million and those two items together will produce approximately $6 million over the fifteen years of the contract. Mr. Murdock stated currently the City is making $1.4 million in debt and this plan will reduce that to just under $1 million. Mr. Murdock stated converting the expiring road millage to a Water Street Debt millage by voter approval will provide an additional $700,000 annually which will decrease the payment to somewhere between $200,000 and $300,000 which the City is able to do within its budget. Mr. Murdock stated this plan will allow the City to concentrate more on providing services it will be difficult to campaign for the Water Street debt millage Council needs to get out there and do it.

Mayor Pro-Tem Richardson stated she would like to echo Council Member Murdock's comments and thanked those who worked on this plan. Ms. Richardson said hopefully the constituents will see that the City is trying to solve this problem and something needs to be done.

Council Member Vogt stated when he first ran for office in 2010 his primary goal was to reach a day the City had a reasonable shot at solving this problem. Mr. Vogt stated there has been tremendous hard work going back to 2007 when the bonds were refinanced to allow the City to have capital to get through the recession. Mr. Vogt said however, with all that effort when he took office it did not look like this day would come but because of the hard work of many people and a little luck.

Mr. Lange thanked Council for having faith to allow staff to develop this plan. Mr. Lange stated the public has a right to expect City officials to do as much as they can to keep the City functioning before asking for money. Mr. Lange stated the Water Street Debt millage helps solve 52% of the issue the other 48% is being solved by the work of Council and City staff.

On a roll call, the vote to approve Resolution No. 2016-030 was as follows:

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

VOTE:

YES: 6 NO: 0 ABSENT: 1 (A. Brown) VOTE: Carried

Mayor Edmonds informed Council that Council Member Anne Brown will not be able to attend tonight's meeting.

Mayor Pro-Tem Richardson moved, seconded by Council Member Nicole Brown to excuse the absence of Council Member Anne Brown.

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

4. Resolution No. 2016-031, approving contract between the City of Ypsilanti and the Ypsilanti Downtown Development Authority (YDDA).

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, The Community and Economic Development Department seeks to provide Executive Director and administrative services to the Ypsilanti DDA ; and

WHEREAS, the Ypsilanti DDA seeks to enter into an Administrative Services Contract for the services of the Community and Economic Development Department; and

WHEREAS, The City of Ypsilanti approves of the use of City staff for a 24 month contract for services to the Ypsilanti DDA with compensation.

NOW THEREFORE BE IT RESOLVED THAT the Ypsilanti City Council directs the Mayor and City Clerk to enter into an Administrative Services Contract for 24 months for the Community and Economic Development Department to be employed by the Ypsilanti DDA as the Executive Director and administrative services.

OFFERED BY: Council Member Vogt
SECONDED BY: Council Member Nicole Brown

Ms. Ernat stated this was discussed at the last Council Meeting but would like to add this agreement was approved by the DDA Board on Thursday, February 11th.

Council Member Robb stated the Request for Legislation (RFL) stated there was an analysis completed which was not included in the packet. Mr. Robb asked for clarification on the analysis stating he went through it himself but was not able to calculate the analysis cost. Ms. Ernat responded approximately $48,000 will go toward staff salary and the remaining $10,000 will go to the City. Mr. Robb asked what exactly the DDA agree. Ms. Ernat stated the contract guarantees 30 hours of staff time a week and staff will provide record keeping. Ms. Ernat said Community Development Director Joe Meyers will act as DDA Director and Community Development Intern Rasheed Atwater will act as Coordinator. Ms. Ernat said Mr. Atwater will provide 24 hours of staff time and will do the majority of leg work. Ms. Ernat stated the amount paid is contractual and not by the hour but the hours will be documented to adjust the contract as needed. Mr. Robb stated he would like to see Ms. Ernat contribute zero hours to the DDA because of

her salary and benefits. Ms. Ernat responded the goal is for her to contribute 2.5 hours a week and she would attend meetings and act as an advisor to the DDA Director and Coordinator. Mr. Robb said what opportunity is lost from a third of one of the two planners hired time being devoted to the DDA. Ms. Ernat responded 1/6 of the time would be dedicated to the DDA based off of overlapping goals of the DDA and the City. Ms. Ernat clarified one of the goals as a department is to be actively engaged with the business community and improve services within that area. Ms. Ernat added hopefully no staff time that is dedicated to the City will decrease.

Mayor Edmonds stated when Ms. Ernat contacted her after the former DDA Director submitted his resignation she was thinking about timeline to have that position filled. Ms. Edmonds said she and Ms. Ernat have had long discussions on the concerns raised by Council Member Robb. Ms. Ernat said she say a new DDA Director would assist in expanding the economic development team but after long discussion she sees this as the DDA should function as another tool in the economic development toolbox. Ms. Edmonds said when she was chair of the DDA she worked to develop a strategic plan and the City's Master Plan was examined to ensure to match the goals of the City. Ms. Edmonds said she is not certain this should be a permanent solution but this could be a good temporary solution. Ms. Edmonds said the DDA Board reached an understanding that, in the interim, this will be helpful in aligning the City and the DDA. Council Member Robb responded he does not dispute what the Mayor is saying his concern is the loss in staff time and he thinks it is naïve to think the City's overlap with the DDA is that great. Ms. Edmonds clarified the 24 hours worked by the coordinator is new and the City will not be losing any of that time. Ms. Ernat added Mr. Atwater is currently an intern working in the Community Development Department. Mr. Robb responded the contract is calling for 50 hours of staff time which is fungible and could have been going to other City projects. Mr. Robb said Mr. Meyers will not set the agenda of the DDA and DDA priorities will be set by the DDA Board. Mr. Robb said he will support this resolution but he does have concerns about the City being caught in the quagmire of trying to change how the DDA operates but cannot because the DDA Board sets the agenda.

Council Member Murdock stated the proposed arrangement is one that was implemented in the past and he believes that it will work relatively well. Mr. Murdock asked if this will have any impact on the intergovernmental agreement the City has with the DDA. Ms. Ernat responded nothing in this agreement will alter the intergovernmental agreement the City has with the DDA. Mr. Murdock asked if the amount the DDA is paying is strictly for personnel costs. Mr. Murdock asked if the DDA will still be responsible for other items that it currently pays the City for. Ms. Ernat responded in the affirmative. Mayor Edmonds added that is outlined in item 11 on the contract.

Mr. Lange stated he feels very strongly that there is a lot of opportunity to clarify the relationship between the two entities. Mr. Lange stated he and Ms. Ernat are aware that this agreement is temporary and every employee understands that once the contract ends the funding ceases.

On a roll call, the vote to approve Resolution No. 2016-031 was as follows:

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

VOTE:

YES: 6 NO: 0 ABSENT: 1 (A. Brown) VOTE: Carried

5. ~~Resolution No. 2016-032, approving Parkridge Memorandum of Agreement with the State Historic Preservation Office (SHPO).~~ **(Moved and heard after Resolution No. 2016-028)**

6. Resolution No. 2016-029, approving reappointments to City Boards and Commissions.

Council Member Murdock asked if any Council Member had an objection with reading the reappointments and new appointments separately.

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

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

NAME	BOARD	TERM EXPIRATION
Jane Schmeideke (reappointment) **313 High Street** **Ypsilanti, MI 48197**	**Historic District Commission**	**2/16/2019**
Alex Pettit (reappointment) **945 Sheridan** **Ypsilanti, MI 48197**	**Historic District Commission**	**2/16/2019**
Michael Bodary (reappointment) **1206 Westmoorland** **Ypsilanti, MI 48197**	**YCUA**	**2/16/2020**

OFFERED BY: Council Member Murdock
SECONDED BY: Council Member Nicole Brown

On a roll call, the vote to approve Resolution No. 2016-029 was as follows:

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

VOTE:

YES: 6 NO: 0 ABSENT: 1 (A. Brown) VOTE: Carried

7. Resolution No. 2016-029A, approving new appointments to City Boards and Commissions.

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:

Tanasia Morton (replacing Martha Valadez) **1000 N. Huron River Dr.** **Ypsilanti, MI 48197**	**Human Relations Commission**	**11/1/2018**
Jared Talaga (new appointment) **329 Worden** **Ypsilanti, MI 48197**	**Planning Commission**	**5/1/2019**

OFFERED BY: Council Member Murdock
SECONDED BY: Council Member Nicole Brown

Council Member Murdock asked if Mr. Talaga was still employed by Growing Hope. Mayor Edmonds responded no.

Council Member Murdock stated Ms. Morton is the second time the Mayor has nominated a person who is

not a registered elector in the City of Ypsilanti. Mr. Murdock stated in discussion with the City Attorney whose opinion was Board and Commissioners need to be qualified electors in the City of Ypsilanti. Mr. Murdock stated his opinion is if a person is a resident of the City then they should be a registered voter. Mr. Barr responded he provided an opinion on this issue some time ago and the City Charter states a person must be a qualified elector of the City to sit on a Board or Commission which means a person must be of age to vote and a resident of the City and not necessarily a registered voter. Mr. Murdock stated there was discussion regarding if a non-citizen could sit on a Board or Commission and what was explained is a Board or Commissioner must be a qualified elector and it seems to him if you are a qualified elector you should be registered to vote in the City. Mayor Edmonds stated she thinks that students living in Ypsilanti but wish to stay registered in the jurisdiction where they are from but are still a resident and fulfill the age requirement should be allowed to serve on City Boards or Commissions. Mr. Barr stated he recently spoke with the County Clerk who informed students can register at their school residence but for purposes for appointment a person must be a resident.

Council Member Robb stated students can be labeled as transient people and the City wants people who are committed to the City of Ypsilanti and he would like to see that Ms. Morton be a registered voter in Ypsilanti to show that commitment.

Council Member Nicole Brown stated she agrees in some respects that individuals should be registered voters in order to sit on a board or commission but also being a registered voter is not a prerequisite for being committed to a community. Ms. Nicole Brown stated knowing Ms. Morton she is aware of her commitment to the City of Ypsilanti which she has won an award for.

Council Member Vogt asked how many appointments for the Planning Commission are from Ward 2. Mayor Edmonds responded two. Ms. Edmonds stated she has four or five applicants on hold from Ward 2 because of Council's desire to have more representation from Ward 1. Ms. Edmonds said she was unaware that Mr. Talaga was going to apply but he is a Master's student studying Planning and it seems like a good fit. Ms. Edmonds stated there is one other opening that she is trying to fill on the Planning Commission.

Council Member Nicole Brown asked if Mr. Talaga is a registered voter in Ypsilanti. Ms. Edmonds responded she is not certain that is not a question on the application. Ms. Nicole Brown responded she only asks that question to illustrate that question has not been asked until tonight. Council Member Murdock stated the previous application used included that a person must be a registered voter. City Clerk McMullan responded that was removed.

Council Member Vogt stated he has a strong preference for a Planning Commission that he will forward to Mayor Edmonds.

Mayor Edmonds asked if there is a preference to vote on these appointments separately.

Council Member Robb stated Ms. Morton is currently a junior and this term runs until November 1, 2018 at that time Ms. Morton will have graduated. Ms. Morton responded in the affirmative. Mr. Robb asked if Ms. Morton will stay in the community until 2018. Ms. Morton responded she intends to attend graduate school at Eastern Michigan. Mayor Edmonds stated as seen with many other appointments people move and have other life changes that do not allow them to complete their term. Mr. Robb stated he agreed and said the Mayor is very slow to appoint replacement to vacancies. Ms. Edmonds responded she is trying to find a good balance of people.

Council Member Nicole Brown stated when she was a student at EMU she was appointed to former Mayor Paul Schreiber's 2020 Task Force and she was not a registered voter.

On a roll call, the vote to approve Resolution No. 2016-029A was as follows:

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

VOTE:

YES: 5 NO: 1 (Murdock) ABSENT: 1 (A. Brown) VOTE: Carried

XI. <u>LIASON REPORTS</u> –

A. SEMCOG Update – Mayor Pro-Tem Richardson stated the meeting will be held next week.
B. Washtenaw Area Transportation Study – Council Member Murdock stated the meeting is Wednesday, February 17th at which TIF Plan projects will be discussed.
C. Urban County – No meeting
D. Freight House – Council Member Murdock stated the construction is continuing. There have been additional changes that will set them back and the new timeframe for completion is early to mid-March.
E. Parks and Recreation - Mayor Edmonds stated there have been vacancies on this commission for some time. She said there are three non-voting youth seats on this commission and she has been working to fill those seats.
F. Millennial Mayors Conference – No Meeting. Council Member Nicole Brown stated she is not certain this body still exists. She said she spoke with members from the conference and a consensus was made that it no longer exists. She suggested this item to be removed from the liaison report.
G. Ypsilanti Downtown Development Authority – Meeting will be held Thursday, February 18th.
H. Eastern Washtenaw Safety Alliance – No meeting
I. Police-Community Relations/Black Lives Matter Joint Task Force – Council Member Nicole Brown stated the Task Force is waiting for information from the Police Chief.

XII. <u>COUNCIL PROPOSED BUSINESS</u> –

<u>Robb</u>

- Stated there are donation boxes on Lincoln that are actually on the City street and need to be removed. Council Member Robb said the Township regulates donation boxes and the City should begin to regulate those boxes.

- Asked the Planning and Economic Development Department to schedule a meeting with Watermark Partners and discuss with them their intentions with Ypsilanti. Mr. Robb stated they have purchased $2.2 million worth of property and it is important to speak with them to inquire what their motives are.

- Asked if there is a policy regarding how "Ypsi Connect" is used. Council Member Robb said there was an issue of unlicensed cars parked on N. Lincoln St. and when he issued a ticket on Ypsi Connect he was informed the ticket was closed and parking enforcement resolved the matter. Mr. Robb stated the purpose of Ypsi Connect is to make those individuals placing tickets to be informed how the matter was resolved. Mr. Robb added another example is when a streetlight is out the City marks the issue as resolved as soon as it is reported to DTE and not when the problem is actually solved. Mr. Robb stated some employees use the system very effectively, such as code enforcement, but not everyone uses the same diligence. Mr. Robb said if there is a policy of how to answer tickets it should be redistributed to employees that use the system.

Richardson

- Stated the Parkridge Community Center will be hosting a Black History program on Thursday, February 25th.

Nicole Brown

- Stated she understands City staff has spoken with Republic about issues with trash collection but she still seeing issues. Council Member Nicole Brown stated when Republic is picking up trash they are leaving cans in the middle of the street. She said this occurred on the 800-900 Blocks on Jefferson.

  Mayor Pro-Tem Richardson added this has been occurring in other places too. Ms. Richardson stated the issue is that there is only one person operating the truck. Ms. Savage responded that is why the City had such cost savings when the City switched from Waste Management to Republic. Mr. Lange said that is not a valid excuse.

  Ms. Savage asked what addresses Mayor Pro-Tem Richardson has noticed the issue. Mayor Pro-Tem Richardson responded she has seen this happening on Worden, Hill, and Hawkins.

XIII. COMMUNICATIONS FROM THE MAYOR –

- Stated she attended the School Board meeting on Monday, February 15th and there were many interesting presentations with consideration of facilities in the district. Mayor Edmonds said the majority of the facilities are in the Township but there are some in the City. The presentation included data on utilization, capacity, and an engineering assessment of the school district's facilities. Ms. Edmonds stated if there is any interest in attending a school board meeting they can act as a substitute for her. She stated another presentation was provided regarding trends in suspensions by building.

  Council Member Murdock asked if anything specific was shared at the meeting regarding the building on Railroad St. Mayor Edmonds responded the first meeting she attended there was discussion about Railroad St. but the majority of the focus has been on school buildings but she will continue to bring that issue to the attention to the school board.

  Mr. Lange stated success of the school district is very critical to the success of the City. Mr. Lange added the City has a great investment in truancy because of the dedicated police officer in the school and asked if there was a positive report in the school that officer is located. Mayor Edmonds responded in the affirmative but could not provide specific data. Ms. Edmonds said the presentation was geared toward new strategies on how to combat truancy. Ms. Edmonds said there has been a steady decline in the amount of suspensions issued within the district.

  Council Member Nicole Brown asked if the strategies and how there has been a decline in suspensions on the school website. Mayor Edmonds responded there was not an in-depth presentation regarding the strategies.

XIV. COMMUNICATIONS FROM THE CITY MANAGER –

- Ms. Savage stated the first Citywide newsletter is almost complete and thanked Council Member Anne Brown for suggesting Ward 2 Newsletter prompted a Citywide Newsletter.

Mayor Pro-Tem Richardson asked how is the City affording this newsletter and said in the past cost always impeded the City from doing a newsletter. Ms. Savage said staff created the newsletter it is only being printed by an outside company and it is very affordable.

Mayor Edmonds asked why the City does not include more information with the water bills. City Clerk McMullan responded that is something that she can look into.

Council Member Murdock stated every newsletter should include information about the proposed Water Street strategy. Ms. Savage responded Mr. Lange is not ready for that to be communicated yet because it is not yet finalized. Mayor Pro-Tem Richardson said the newsletter should wait to be distributed until that information is included. Mr. Lange replied he would like to send out the newsletter and have the Water Street have its own dedicated newsletter once the City has the information needed. Mayor Edmonds stated that could go out in the water bill.

- Stated notices have been sent regarding DTE tree trimming.

- Stated the solar array at the cemetery was approved by the Planning Commission at their last meeting.

- Said the new EMU President has been appointed and has agreed to meet with him.

- Said he has been following up with DTE to inquire about the underground electric at Riverside Park. Mr. Lange stated he was informed by Jason Sanborn that April 4th would be the start date and finish by April 29th.

- Said he received an offer from Mr. Barfield regarding the Parkridge Center and will bring that to Council.

XV. <u>COMMUNICATIONS</u> –

- Historic District Commission Annual Report

- City Manager and City Clerk Evaluations due to Council Member Robb

<u>March 8, 2016 – Presidential Primary Election</u> - <u>Dates to Remember</u>:

- Ballots are available daily from 8:00 a.m. to 5:00 p.m. for pick-up (for mail, please allow 2-3 days for U.S. mail delivery)

- Last day to receive AV ballot by mail – March 5, 2016

- Last day to obtain an AV ballot in person – March 7, 2016 at 4:00 p.m.

- The Clerk's Office is open Saturday, March 5, 2016 from 8 a.m. - 2 p.m. for electors who wish to receive an AV ballot.

  - Stated she would like to investigate sending a notice of election out to registered voters in Ypsilanti possibly in the water bill.
  - Stated she and Clerk McMullan have been in conversations with EMU about the potential of EMU acting as a polling place.

Mayor Pro-Tem Richardson asked the City pays for the Presidential Primary. Ms. McMullan responded the political parties fund the primaries. Council Member Murdock asked who is paying for the May election. Ms. McMullan responded Washtenaw Intermediate School District.

Mayor Pro-Tem Richardson stated the Black History Event at Parkridge Community Center will be held on February 26th from 4:00 p.m. to 6:00 p.m.

XVI. <u>AUDIENCE PARTICIPATION</u> –

1. Michael Bodary, 1206 Westmoorland, thanked Council for reappointing him to the Ypsilanti Community Utilities Authority Board. He said he will speak with the YCUA about possibly adding mailings to the water bill. He said he would be more than happy to arrange a meeting between YCUA management and City Council. He said there are a lot of questions about fresh clean water and YCUA gets the best water available. He said the dioxide plume in Ann Arbor is growing which could affect the Huron River.

   Council Member Murdock stated the Great Lakes Water Authority initiated a program to alleviate some rates for low income individuals. Mr. Bodary responded YCUA has been investigating lowering the minimum charge and charging people for just what they use. Mr. Murdock stated YCUA has been telling the City that for years. Mr. Bodary responded it is still being investigated.

XVII. <u>REMARKS FROM THE MAYOR</u> –

None

XVIII. <u>ADJOURNMENT</u> –

Resolution No. 2016-033, adjourning the 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
SECONDED BY: Council Member Vogt

On a voice vote, the motion carried, and the meeting adjourned at 9:10 p.m.

Goal Setting Follow Up – Plan A+
Ralph A. Lange, City Manager

February 16, 2016

Water Street Refinancing and Balanced Budget - Plan A+

- On February 2, 2016, City Council came to a consensus on the parameters of a Water Street Refinancing and Balanced budget plan.
- City staff, supported by our financial team, is now recommending a new plan that will be identified as Plan A+.
- New information about the Water Street property and sharply falling interest rates for municipal bond sales (due in part to the lack of stability in stock market), have caused staff to change our previous recommendations regarding the best approach to Water Street debt options.

Plan A+ is outlined as follows:

- **Part 1 -** Refinance the amount of the debt that can be supported by a 2.3 mill levy, with a first year value of $289,000 and a 1% inflation factor increase for each year their after. (Estimated amount of bonds/debt this will cover with a 3.5% +/- interest rate is $8,000,000 +/-. This would be classified as the series **A bonds**.

- **Part 2 -** Refinance an additional $2,250,000 of the city's debt on the same day as the part 1 debt is refinanced (with a 3.5% +/- interest rate). This would be classified as the series **B bonds**.

- **Part 3 -** At the time the above two bond series are priced the City will pay down $2,255,000 in cash on the Water Street debt.

- **Part 4 -** The remaining part of the debt will be left non-refunded. The plan is for the city to pay this amount off later in 2016 after the books are closed on the city's General Fund FY 2015-16 budget (ending on June 30, 2016). The amount of non-refunded debt is currently estimated to be $700,000 +/-.

Reasons for City Council to support Plan A+:

- Change in the plan will push our bond pricing back by approximately 5 days +/- but should not negatively affect the interest rates we hope to get on our refinanced bonds.
  - We want to capture this expected very low rate at all costs.
- Plan A+ will reduce our Principal and Interest (P&I) payments on Water Street Debt by at least 29%, versus 24% in the previous Plan A.
  - The 29% Plan A+ reduction would equate to approximately $5,998,712 in reduced (P&I) payments over the next 15 years.
- If the City can pay off the $700,000 non-refunded bonds later this year, it will increase savings from 29% to 34%, which would equate to approximately $7,032,972 in reduced (P&I) payments over the next 15 years.

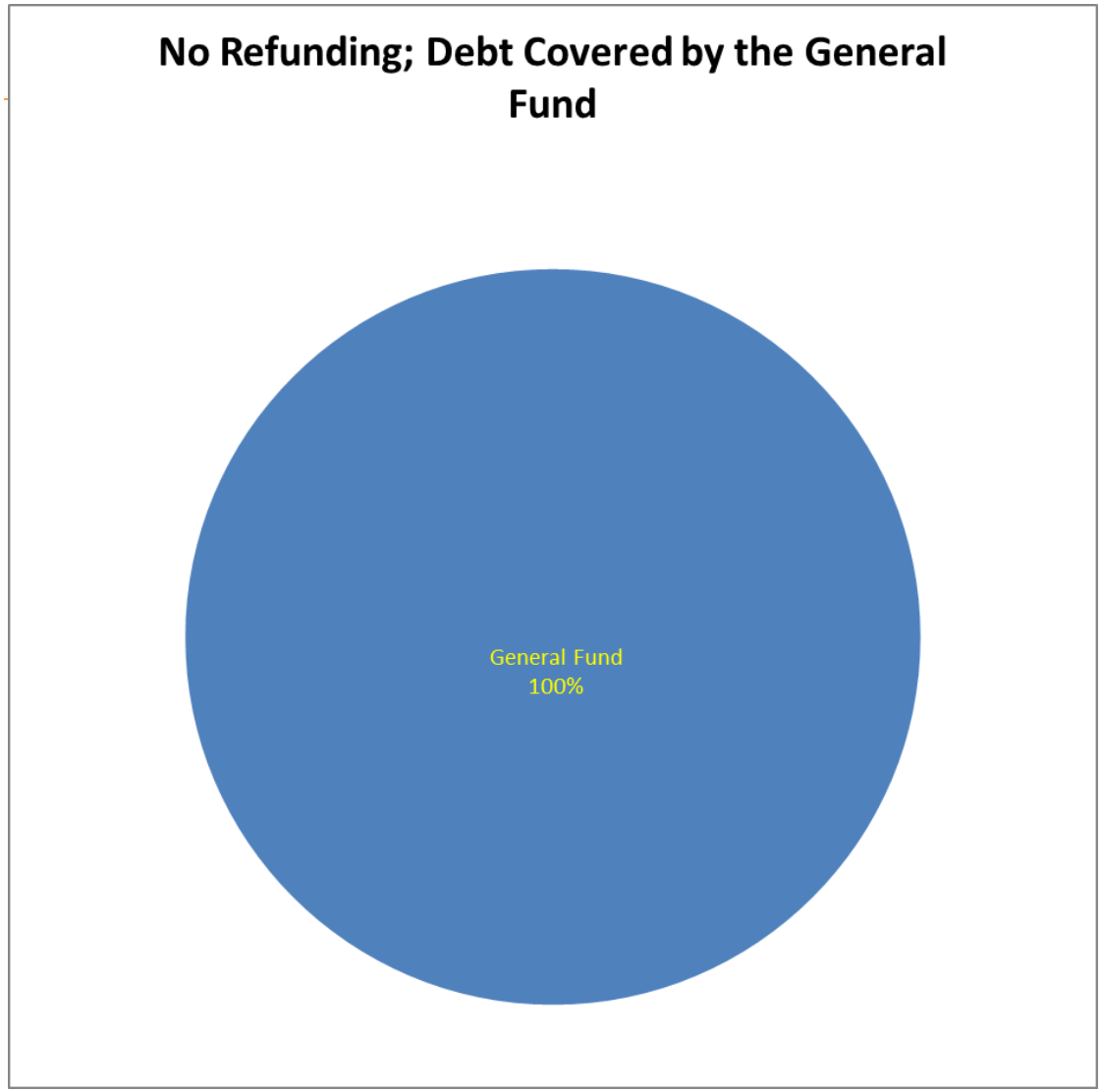
Reasons for City Council to support Plan A+ (cont'd):

- Plan A+ does not require any additional use of General Fund reserves relative to Plan A.
- Plan A+ would leave the projected general fund balance the same on June 30, 2016, as with Plan A.
- Plan A+ will work exactly the same as Plan A, proposing to levy approximately 2.3 mills, or 52% of the original Water Street debt, to provide a revenue stream.

Summary & Conclusion:

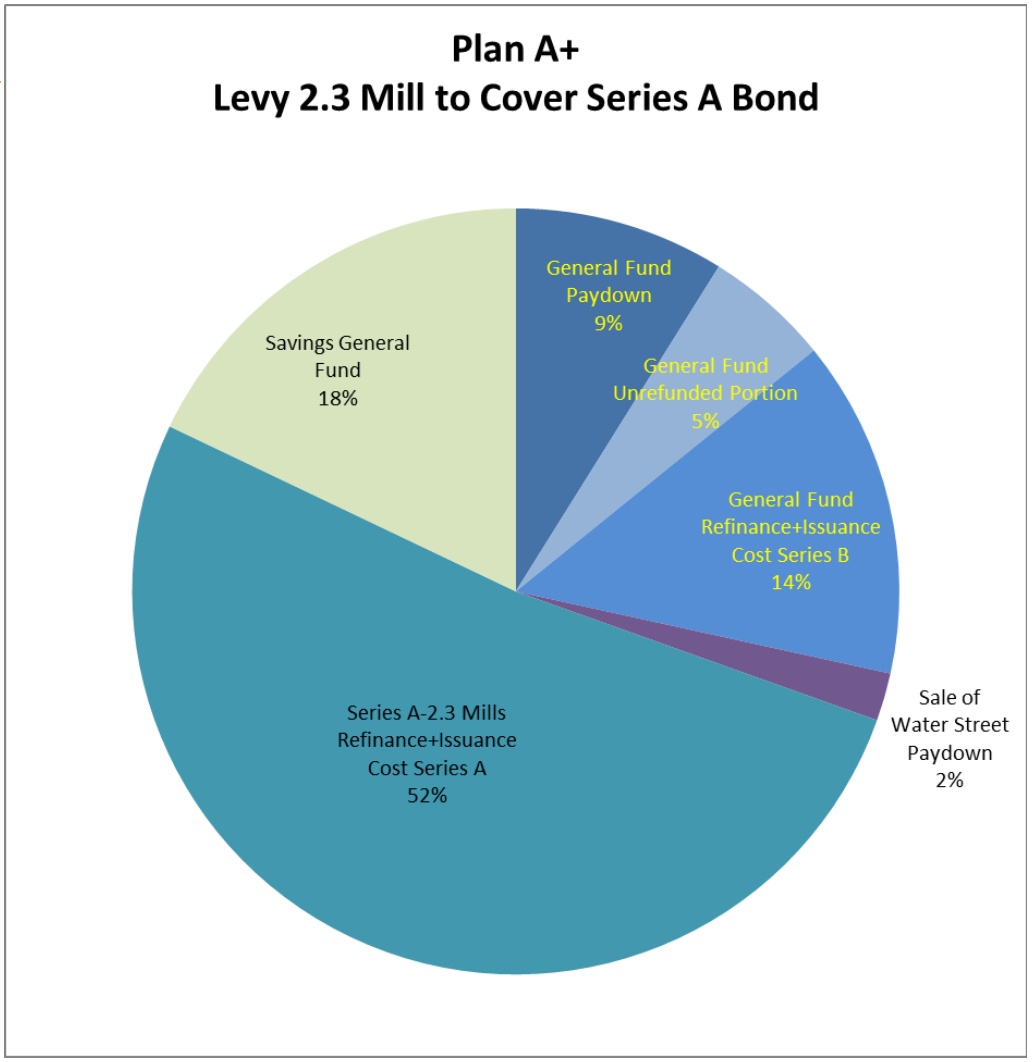
- We request City Council's support to pass the proposed resolution, increasing the amount of bonds that can be refunded.
- This new amount will cover the amount of the bonds mentioned in parts **A** and **B** of Plan A+.
- Also please see included letter from the Miller Canfield, three new bond debt tables from Paul Stauder and three new pie charts provide by the City's Finance Department. The city staff and consultants will be ready to answer questions about the A+ plan during the Tuesday Council meeting.

Source	Total Amount to be Paid
General Fund	$20,684,975
Grand Total	**$20,684,975**



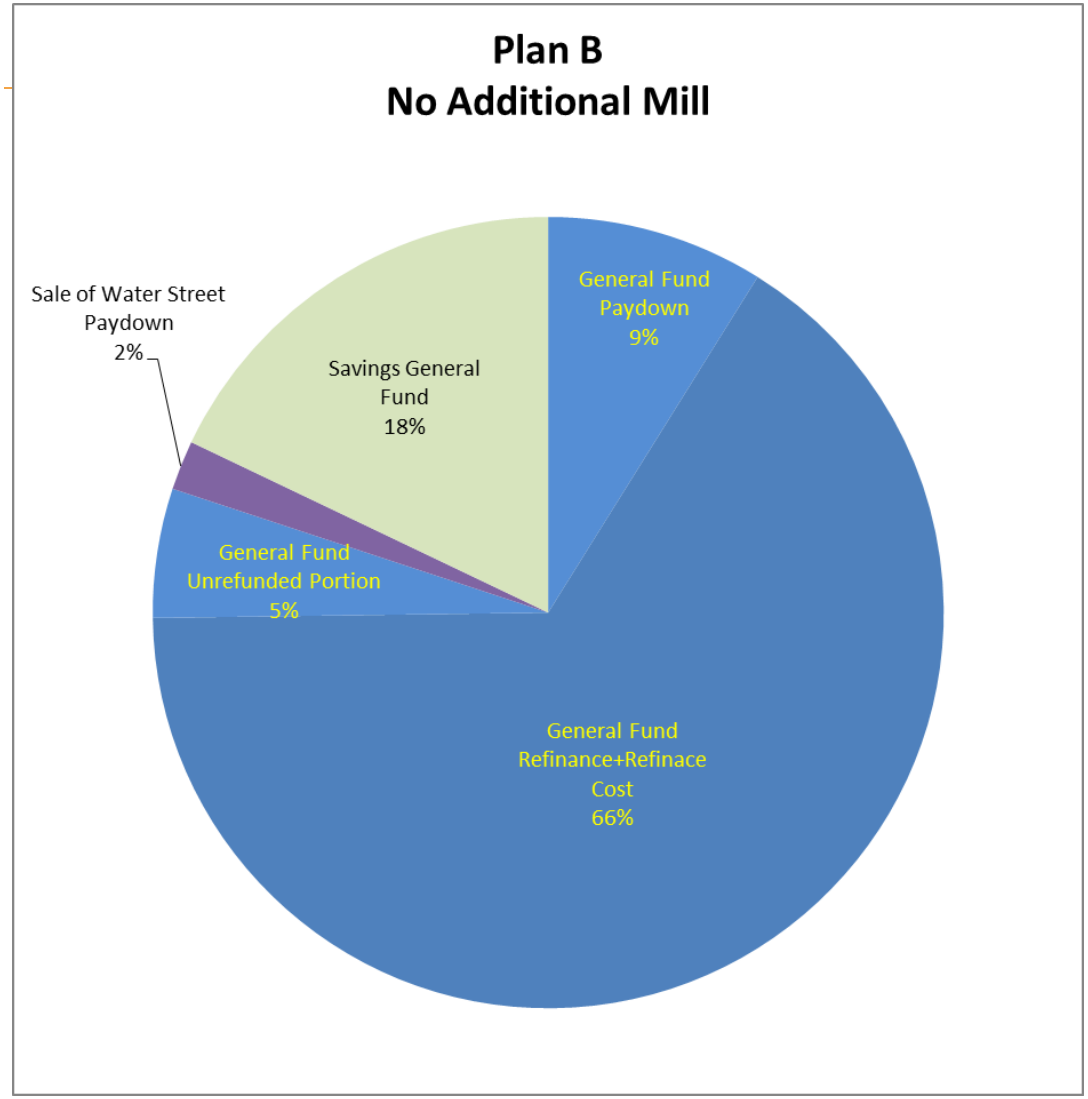
Plan	Plan A+

Source	Total Amount to be Paid
General Fund	
Paydown	$1,837,000
Unrefunded Portion	$1,092,775
Refinance+Issuance Cost Series B	$2,953,574
General Fund Total	**$5,883,349**
Sale of Water Street	
Paydown	$418,000
Sale of Water Street Total	**$418,000**
Series A-2.3 Mills	
Refinance+Issuance Cost Series A	$10,678,560
Series A-2.3 Mills Total	**$10,678,560**
Savings	
General Fund	$3,705,066
Savings Total	**$3,705,066**
Grand Total	**$20,684,975**



Plan	Plan B

Source	Total Amount to be Paid
General Fund	
Paydown	1,837,000
Refinance+Refinace Cost	13,632,134
Unrefunded Portion	1,092,775
General Fund Total	**16,561,909**
Sale of Water Street	
Paydown	418,000
Sale of Water Street Total	**418,000**
Savings	
General Fund	3,705,066
Savings Total	**3,705,066**
Grand Total	**20,684,975**



CITY OF YPSILANTI
EXISTING DEBT: AFTER REFUNDING
* NIC calculated from: 5/1/15

UNREFUNDED BONDS

CDBG LOAN - APPROXIMATE
ASSUMES NONE OF THE LOAN IS FORGIVEN
Net Interest Cost: 2.000%
INTEREST COMPUTED FROM JAN 1, 2017

2006 CAPITAL IMPROVEMENT REFUNDING BONDS
Original Amount: $15,740,000
Net Interest Cost: 6.132%
Maturities >= 2017 Escrowed to Call 5/1/16 @ 100

		Current Interest Loan Dated			5/1/02	$1,235,000	Current Interest Bonds Dated			6/8/06
Tax Year	Fiscal Year Ended 6-30,	Interest Due (APPROX) Annual	Interest Rate	Principal Due (APPROX) Annual	Total P&I	Interest Due Nov 1	Interest Due May 1	Interest Rate	Principal Due May 1	Total P&I
2015	2016	$0	0.000%	$0	$0	$420,551	$36,795	5.750%	$535,000	$992,346
2016	2017	27,192	2.000%	124,878	152,070	21,414	21,414	5.800%	30,000	72,828
2017	2018	50,616	2.000%	253,523	304,139	20,544	20,544	5.800%	30,000	71,088
2018	2019	45,507	2.000%	258,632	304,139	19,674	19,674	6.000%	35,000	74,348
2019	2020	40,296	2.000%	263,844	304,139	18,624	18,624	6.000%	35,000	72,248
2020	2021	34,979	2.000%	269,160	304,139	17,574	17,574	6.000%	40,000	75,148
2021	2022	29,555	2.000%	274,584	304,139	16,374	16,374	6.150%	40,000	72,748
2022	2023	24,022	2.000%	280,117	304,139	15,144	15,144	6.150%	40,000	70,288
2023	2024	18,378	2.000%	285,761	304,139	13,914	13,914	6.150%	45,000	72,828
2024	2025	12,620	2.000%	291,520	304,139	12,530	12,530	6.150%	50,000	75,060
2025	2026	6,745	2.000%	297,394	304,139	10,993	10,993	6.150%	50,000	71,985
2026	2027	1,133	2.000%	150,937	152,070	9,455	9,455	6.200%	55,000	73,910
2027	2028	0	2.000%	0	0	7,750	7,750	6.200%	55,000	70,500
2028	2029	0	2.000%	0	0	6,045	6,045	6.200%	60,000	72,090
2029	2030	0	2.000%	0	0	4,185	4,185	6.200%	65,000	73,370
2030	2031	0	2.000%	0	0	2,170	2,170	6.200%	70,000	74,340
2031	2032	0	2.000%	0	0	0	0	0.000%	0	0
2032	2033	0	2.000%	0	0	0	0	0.000%	0	0
		$291,044		$2,750,350	$3,041,394	$616,939	$233,183		$1,235,000	$2,085,121

$2,290,000
CITY OF YPSILANTI
COUNTY OF WASHTENAW, STATE OF MICHIGAN
2016 REFUNDING BONDS, SERIES B

SAVINGS ANALYSIS - SERIES 2006

PRESENT VALUE ANALYSIS	Rate =	3.35%
Present Value of Refunded Bonds =		$2,763,629
Less Present Value of Refunding Bonds =		(2,281,140)
Gross Present Value Savings =		$482,489
Plus Accrued Interest =		0
Less Initial Transfer Amount =		(68,364)
Net Present Value Savings =		$414,125
% of Current Issue:		18.08%
% of Previous Issue:		18.53%

2016 REFUNDING BONDS, SERIES B

			Average Coupon:	3.32507%
Dated Date:	3/1/16		Net Interest Cost:	3.45059%
Delivery Date:	3/1/16		True Interest Cost:	3.41353%
Bond Years:	19,956.67		Arbitrage Yield:	3.34502%
Average Life:	8.715		Effective Interest Cost:	3.60671%

Tax Year	Fiscal Year Ended 6-30,	Interest Due Nov 1	Interest Due May 1	Interest Rate	Principal Due May 1	Total P&I
2015	2016	$0	$0	0.000%	$0	$0
2016	2017	44,955	33,716	1.350%	120,000	198,671
2017	2018	32,906	32,906	1.600%	130,000	195,813
2018	2019	31,866	31,866	1.850%	135,000	198,733
2019	2020	30,618	30,618	2.150%	135,000	196,235
2020	2021	29,166	29,166	2.400%	140,000	198,333
2021	2022	27,486	27,486	2.600%	140,000	194,973
2022	2023	25,666	25,666	2.850%	145,000	196,333
2023	2024	23,600	23,600	3.000%	150,000	197,200
2024	2025	21,350	21,350	3.150%	155,000	197,700
2025	2026	18,909	18,909	3.300%	160,000	197,818
2026	2027	16,269	16,269	3.450%	165,000	197,538
2027	2028	13,423	13,423	3.600%	170,000	196,845
2028	2029	10,363	10,363	3.700%	175,000	195,725
2029	2030	7,125	7,125	3.800%	180,000	194,250
2030	2031	3,705	3,705	3.900%	190,000	197,410
2031	2032	0	0	0.000%	0	0
2032	2033	0	0	0.000%	0	0
2033	2034	0	0	0.000%	0	0
		$337,406	$326,168		$2,290,000	$2,953,574

* Cumulative Savings Includes the Initial Transfer Amount: $68,363.75
* Cumulative Savings Includes Accrued Interest: $0.00

BONDS TO BE REFUNDED OR COVERED BY ESCROW FOR SERIES A

2006 CAPITAL IMPROVEMENT REFUNDING BONDS

		Dated:	6/8/06
Bond Years:	21,407.50	Net Interest Cost:	6.16339%
Average Life:	9.578	True Interest Cost:	6.15731%

Interest Due Nov 1	Interest Due May 1	Interest Rate	Principal Due May 1	Total P&I
$0	$68,364	5.750%	$0	$68,364
68,364	68,364	5.800%	95,000	231,728
65,609	65,609	5.800%	105,000	236,218
62,564	62,564	6.000%	105,000	230,128
59,414	59,414	6.000%	115,000	233,828
55,964	55,964	6.000%	120,000	231,928
52,364	52,364	6.150%	125,000	229,728
48,520	48,520	6.150%	140,000	237,040
44,215	44,215	6.150%	145,000	233,430
39,756	39,756	6.150%	150,000	229,513
35,144	35,144	6.150%	165,000	235,288
30,070	30,070	6.200%	170,000	230,140
24,800	24,800	6.200%	185,000	234,600
19,065	19,065	6.200%	195,000	233,130
13,020	13,020	6.200%	205,000	231,040
6,665	6,665	6.200%	215,000	228,330
0	0	0.000%	0	0
0	0	0.000%	0	0
0	0	0.000%	0	0
$625,533	$693,896		$2,235,000	$3,554,429

Annual Savings	Present Value of Annual Savings @ 3.3450%	* Net Actual Cumulative Savings
$68,364	$67,987	$0
33,056	32,178	33,056
40,405	38,112	73,461
31,395	28,727	104,856
37,593	33,159	142,449
33,595	28,681	176,044
34,755	28,664	210,799
40,708	32,395	251,506
36,230	27,895	287,736
31,813	23,698	319,549
37,470	26,937	357,019
32,603	22,669	389,621
37,755	25,344	427,376
37,405	24,262	464,781
36,790	23,056	501,571
30,920	18,725	532,491
0	0	532,491
0	0	532,491
0	0	532,491
$600,855	$482,489	
(68,364)	(68,364)	prs
$532,491	$414,125	

Less Issuer Contribution, Plus Accrued Interest:

$8,210,000
CITY OF YPSILANTI
COUNTY OF WASHTENAW, STATE OF MICHIGAN
2016 REFUNDING BONDS, SERIES A

SAVINGS ANALYSIS - SERIES 2006

PRESENT VALUE ANALYSIS	Rate =	3.37%
Present Value of Refunded Bonds =		$12,728,730
Less Present Value of Refunding Bonds =		(8,177,968)
Gross Present Value Savings =		$4,550,761
Plus Accrued Interest =		0
Less Initial Transfer Amount =		(2,570,393)
Net Present Value Savings =		$1,980,369
% of Current Issue:		24.12%
% of Previous Issue:		19.21%

2016 REFUNDING BONDS, SERIES A

		Average Coupon:	3.35137%
Dated Date:	3/1/16	Net Interest Cost:	3.45059%
Delivery Date:	3/1/16	True Interest Cost:	3.43844%
Bond Years:	73,658.33	Arbitrage Yield:	3.37160%
Average Life:	8.972	Effective Interest Cost:	3.57594%

Tax Year	Fiscal Year Ended 6-30,	Interest Due Nov 1	Interest Due May 1	Interest Rate	Principal Due May 1	Total P&I
2015	2016	$0	$0	0.000%	$0	$0
2016	2017	163,702	122,776	1.350%	375,000	661,478
2017	2018	120,245	120,245	1.600%	430,000	670,490
2018	2019	116,805	116,805	1.850%	445,000	678,610
2019	2020	112,689	112,689	2.150%	455,000	680,378
2020	2021	107,798	107,798	2.400%	475,000	690,595
2021	2022	102,098	102,098	2.600%	495,000	699,195
2022	2023	95,663	95,663	2.850%	510,000	701,325
2023	2024	88,395	88,395	3.000%	535,000	711,790
2024	2025	80,370	80,370	3.150%	560,000	720,740
2025	2026	71,550	71,550	3.300%	580,000	723,100
2026	2027	61,980	61,980	3.450%	610,000	733,960
2027	2028	51,458	51,458	3.600%	635,000	737,915
2028	2029	40,028	40,028	3.700%	670,000	750,055
2029	2030	27,633	27,633	3.800%	700,000	755,265
2030	2031	14,333	14,333	3.900%	735,000	763,665
2031	2032	0	0	0.000%	0	0
2032	2033	0	0	0.000%	0	0
		$1,254,743	$1,213,818		$8,210,000	$10,678,560

* Cumulative Savings Includes the Initial Transfer Amount: $2,570,392.50
* Cumulative Savings Includes Accrued Interest: $0.00

BONDS TO BE REFUNDED OR COVERED BY ESCROW FOR SERIES A

2006 CAPITAL IMPROVEMENT REFUNDING BONDS

		Dated:	6/8/06
Bond Years:	98,955.00	Net Interest Cost:	6.16369%
Average Life:	9.598	True Interest Cost:	6.15763%

Interest Due Nov 1	Interest Due May 1	Interest Rate	Principal Due May 1	Total P&I
$0	$315,393	5.750%	$0	$315,393
315,393	315,393	5.800%	440,000	1,070,785
302,633	302,633	5.800%	465,000	1,070,265
289,148	289,148	6.000%	495,000	1,073,295
274,298	274,298	6.000%	525,000	1,073,595
258,548	258,548	6.000%	555,000	1,072,095
241,898	241,898	6.150%	590,000	1,073,795
223,755	223,755	6.150%	625,000	1,072,510
204,536	204,536	6.150%	665,000	1,074,073
184,088	184,088	6.150%	705,000	1,073,175
162,409	162,409	6.150%	745,000	1,069,818
139,500	139,500	6.200%	795,000	1,074,000
114,855	114,855	6.200%	845,000	1,074,710
88,660	88,660	6.200%	895,000	1,072,320
60,915	60,915	6.200%	955,000	1,076,830
31,310	31,310	6.200%	1,010,000	1,072,620
0	0	0.000%	0	0
0	0	0.000%	0	0
$2,891,943	$3,207,335		$10,310,000	$16,409,278

Annual Savings	Present Value of Annual Savings @ 3.3716%	* Net Actual Cumulative Savings
$315,393	$313,640	($2,255,000)
409,307	396,108	(1,845,693)
399,775	374,698	(1,445,918)
394,685	357,646	(1,051,233)
393,218	344,452	(658,015)
381,500	323,113	(276,515)
374,600	306,724	98,085
371,185	293,796	469,270
362,283	277,206	831,552
352,435	260,689	1,183,987
346,718	247,893	1,530,705
340,040	234,990	1,870,745
336,795	224,944	2,207,540
322,265	208,031	2,529,805
321,565	200,594	2,851,370
308,955	186,238	3,160,325
0	0	3,160,325
0	0	3,160,325
$5,730,717	$4,550,761	
(2,570,393)	(2,570,393)	prs
$3,160,325	$1,980,369	

Less Issuer Contribution, Plus Accrued Interest:

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

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

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

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

REQUEST FOR LEGISLATION

DATE: February 18, 2016

FROM: John M. Barr, Ypsilanti City Attorney

SUBJECT: Revenue Sharing agreement with Highland Cemetery

SUMMARY/BACKGROUND

Detroit Edison Company (DTE) is interested in placing solar panels to generate electricity. DTE has a program to locate suitable installation sites in Michigan and in the City of Ypsilanti particularly. City staff has been working with DTE for more than a year to locate City property suitable for a solar panel installation. Solar panels will benefit DTE, the State of Michigan and City in many ways. Installation of panels within the City will provide taxes for the City and revenue for the property owner, as DTE will pay for the electricity generated. In addition the electricity generated will be clean energy with no air, ground or water pollution. City staff expended great amounts of time and energy to survey City property for a suitable site. When no suitable site on City property was located, City staff expanded the search to all property within the City. As a result of the search, City located a suitable solar site on the extreme northern boundary of Highland Cemetery. City worked with DTE to have the site approved for solar installation, and worked with Highland Cemetery to facilitate a contract between DTE and Highland. Highland Cemetery had no previous knowledge of the solar panel opportunity and would not have contracted with DTE but for the efforts of City.

Highland Cemetery and City Staff have worked out an equitable arrangement to share the benefits of the solar panels on Highland Cemetery property, 75% to Highland Cemetery and 25% to the City. City staff proposed an agreement to the Highland Cemetery Board and the Board approved the agreement. The agreement needs to be approved by the City.

The agreement signed by the Board chair did not arrive in our office until late in 2015 and was misfiled. The City Clerk brought the matter to our attention and we located the document and have delivered the original to the City Clerk. The matter is not ready to finalize.
~~~~~~~

ATTACHMENTS: Proposed Agreement

RECOMMENDED ACTION: Adoption of the agreement

DATE RECEIVED:_____ AGENDA ITEM NO. Resolution No. 2016-037

CITY MANAGER COMMENTS:_____

FOR AGENDA OF:_____ FINANCE DIR. APPROVAL:_____

COUNCIL ACTION TAKEN: _____

Resolution No. 2016-037
March 15, 2016

RESOLUTION TO APPROVE AGREEMENT BETWEEN CITY AND HIGHLAND CEMETERY TO SHARE BENEFITS OF INSTALLATION OF SOLAR PANELS

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

Whereas, through City efforts a suitable site for the installation of solar panels was determined on property of Highland Cemetery, and;

Whereas, through the efforts of City, Highland Cemetery and DTE have agreed on the installation of solar panels on Highland Cemetery property and payment by DTE for electricity produced, and:

Whereas, The City and Highland Cemetery have agreed on an equitable sharing of the revenue of the solar panels, 75% to Highland Cemetery and 25% to the City, and:

Whereas, the City may receive tax revenues from the installation,

NOW THEREFORE, the proposed agreement between the City and Highland Cemetery for revenue sharing of DTE payments is hereby approved and the Mayor and City Clerk are authorized to sign the agreement for and on behalf of the City.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

Shared Proceeds Agreement

This agreement, dated June __, 2015 is by and between the City of Ypsilanti, a Michigan Municipal Corporation of 1 South Huron Street, Ypsilanti MI 48197 (City) and Highland Cemetery Association of Ypsilanti, a Michigan Non-Profit Corporation of 943 North River Street, Ypsilanti MI 48198 (Highland), the parties.

Background

The City is a Michigan Home Rule city providing municipal services to citizens and property in the city. Highland is a Michigan Non-Profit, tax Exempt Corporation that owns land in the city and provides burial services for city residents and others. Detroit Edison Company (DTE) is a Michigan regulated utility that provides electricity and other services to Michigan citizens and property.

DTE has a program that will expire shortly, to work with Michigan Municipalities to locate suitable municipal property to house solar electric generating facilities (solar facilities).

City has been working with DTE to locate suitable locations and contract with DTE for the installation of solar facilities. The general plan is for the city to provide city land to DTE and DTE would install solar facilities and pay the city an initial payment and an amount set by the rate setting procedure of DTE, an amount per unit, for the units of electricity produced.

City has worked for several years on the program and recently identified suitable land, in the city, but not owned by the City, but rather, owned by Highland.

City approached Highland, and the parties agree to negotiate in good faith with DTE to install solar facilities on land owned by Highland.

In recognition of the City's efforts in brokering a deal between Highland and DTE, Highland agrees to share the proceeds of the electricity to be generated in an equitable fashion.

Agreement

1. City and Highland agree to cooperate and negotiate in good faith with DTE to permit DTE to install solar facilities on land owned by Highland.

2. Highland will negotiate in good faith to enter into a contract with DTE to provide land for DTE to install solar facilities.

3. DTE will pay the usual solar rate for the electricity generated by the solar facility (Royalty).

4. Highland and City shall share the initial payment and the continuing Royalty as follows: Highland 75 %; City 25%. The parties agree that DTE may pay the parties in two separate checks or payments, one to Highland and one to City. If DTE elects to make full payment to Highland, the City shall have the right to inspect the Highland/DTE account at reasonable times at the Highland offices.

5. The land for the solar facility will be taxable and the City shall levy and collect the usual real and personal property taxes as applicable from DTE.

6. DTE shall obtain and maintain liability insurance in an amount not less than 1 million dollars coverage, which policy shall name Highland and the City as named insureds.

7. Neither party shall indemnify the other and each party shall be responsible for their own actions and inactions.

8. City shall have no liability for the solar facility.

9. All jurisdiction and venue for this contract shall be in Washtenaw County, Michigan.

10. All disputes for this contact shall be first mediated by the Ann Arbor Dispute Resolution Center. If resolution is not achieved, the parties agree to submit disputes to binding arbitration through the American Arbitration Society, Detroit office. Such arbitration shall be conducted by one arbitrator selected by the parties and for failure of which shall be appointed by the AAS. The decision of the arbitrator may be reduced to judgment and enforced by a court of competent jurisdiction.

CITY OF YPSILANTI

By: _____
Amanda Edmonds, Mayor

By: _____
Frances McMullan, City Clerk

HIGHLAND CEMETERY ASSOCIATION OF YPSILANTI

[redacted]

REQUEST FOR LEGISLATION
March 1, 2016

FROM: **Marilou Uy, Fiscal Services Director**

SUBJECT: **Amend budget to include down payment on the 2016 Limited Tax General Obligation Refunding Bonds, Series 2016**

SUMMARY & BACKGROUND:

On February 16, 2016, City Council approved Resolution # 2016-030 amending the previous resolution authorizing issuance of Limited Tax General Obligation Refunding Bonds, Series 2016. For this bond refunding, City Council approved reducing the principal amount of the bonds to be refunded by making a down payment of $2,255,000 on March 28, 2016.

The fund sources of $2,255,000 are as follows:

General Fund designated for Water Street debt (101)	$1,837,000.00
Land Revolving Fund (412)	$ 242,303.66
2006 General Obligation Limited Tax Capital Refunding Fund (477)	$ 175,696.34
Total	$2,255,000.00

The accounts to be amended for FY 2015-16 are:

Account #	Description	Original budget	Amended Budget
101-7-9670-999-23	Transfer out to 477	$1,377,603	$3,214,603.00
412-7-9670-999-23	Transfer out to 477	0	$ 242,303.66
477-7-9000-991-00	Principal	$ 535,000	$2,790,000.00

RECOMMENDED ACTION: Approval

ATTACHMENTS: Proposed Resolution – Resolution No. 2016-038

CITY MANAGER APPROVAL: _____

COUNCIL AGENDA DATE: March 1, 2016

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPOVAL: _____

Resolution No. 2016- 038
March 15, 2016

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, the City of Ypsilanti Council on February 16, 2016 approved Resolution # 2016-030 amending the previous resolution authorizing issuance of Limited Tax General Obligation bonds, series 2016, and

WHEREAS, the City of Ypsilanti Council approved reducing the principal amount of the bonds to be refunded by making a down payment of $2,255,000; and

WHEREAS, the sources of down payment of $1,837,000 will be coming from the General fund, $242,303.66 from the Land Revolving Fund, and $175,696.34 from the 2006 General Obligation Limited Tax Capital Refunding Fund; and

WHEREAS, as the result of making the down payment, budget amendments for FY 2015-16 in account # 101-7-9670-999-23 will be amended from $1,377,603 to $3,214,603, account # 412-7-9670-999-23 will be amended from $0 to $242,303.66, and account # 477-7-9000-991-00 will be amended from $535,000 to $2,790,000; and

NOW, THEREFORE, BE IT RESOLVED that the City Council approves the budget amendments of $3,214,603.00 in account # 101-7-9670-999-23, $242,303.66 in account # 412-7-9670-999-23 and $2,790,000 in account # 477-7-9000-991-00 for FY 2015-2016 for the bond closing on March 28, 2016.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

REQUEST FOR LEGISLATION
March 1, 2016

From: **Marilou T. Uy, Fiscal Services Director**

Subject: **Request for approval of two-year extension of Audit Service by Abraham & Gaffney, P.C. for the fiscal year ending June 30, 2016 and June 30, 2017**

Summary Background:

Last April 9, 2013, City Council approved the proposals of Abraham & Gaffney, PC and Rehmann Robson to provide Audit Services and Financial Outsourcing Services for FYE 2013, 2014 and 2015. The Finance Department is requesting approval of a two-year extension for FYE 2016 and 2017 for Abraham & Gaffney, P.C. to continue providing auditing services. When the request for proposal for auditing services was sent back to them, we divided the duties of the accounting year end procedures and preparation of camera ready financial statements from the audit services functions. This arrangement was successful by having another group of auditors that act as internal auditors, checking on the City's financial statements that promote transparency, more accurate data, and better internal control in the Finance Department and for the City as a whole. With the outsourcing services, the Finance Department will be able to focus more on the day-to-day financial operation of the City. In addition, our department will be more efficient, financial statements will be more reliable and up-to-date with current regulations and compliance requirements.

I recommend that City Council approved a two-year extension of Auditing Services by Abraham & Gaffney , P.C. for the FYE 2016 and 2017.

Abraham & Gaffney fees are as follows:

	Auditing Fees
FY 2015/2016	$ 43,075
FY 2016/2017	$ 44,150
Total	$ 87,225

The approval of the contract will be contingent upon the City Attorney's review as to form.

Please feel free to contact me at 734-483-1105 or by e-mail at muy@cityofypsilanti.com if you have questions.

RECOMMENDED ACTION: Approval

ATTACHMENTS: Proposed Resolution, Summary of Audit Fees & Accounting Services, and Abraham proposed fees

CITY MANAGER APPROVAL:_____

COUNCIL AGENDA DATE: March 15, 2016

CITY MANAGER COMMENTS:_____

FISCAL SERVICES DIRECTOR APPROVAL:_____

Resolution No.2016-039
March 15, 2016

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, the City of Ypsilanti Council under the Ypsilanti City Code requires a change in auditing firm after a five-year continuous annual auditing of the City; and,

WHEREAS, Abraham & Gaffney has served the City of Ypsilanti for three years providing auditing services at year; and,

WHEREAS, the City of Ypsilanti requests the extension of Abraham & Gaffney's contract to two more years for a total of five-years continuous; and,

WHEREAS, Abraham & Gaffney's on their letter dated March 7, 2013 included their proposed Auditing Services fees for the fiscal years ending 2016 and 2017 totaling to $87,225; and,

NOW, BE IT HEREBY RESOLVED, that the Ypsilanti City Council approve a two-year contract extension with Abraham & Gaffney for the amount of $87,225 for Auditing Services beginning with fiscal years ending June 30, 2016, through June 30, 2017.

OFFERED BY:_____

SUPPORTED BY:_____

AYES: NAYS: ABSENT: VOTE**:**

SUMMARY OF AUDIT & ACCOUNTING SERVICES FEES

Provider	FYE	Audit Fees	Accounting Service fees	Total
Plante & Moran	2004-2005	65,480.00		65,480.00
Plante & Moran	2005-2006	73,900.00		73,900.00
Plante & Moran	2006-2007	76,000.00		76,000.00
Rehmann Robson	2007-2008	59,750.00		59,750.00
Rehmann Robson	2008-2009	56,200.00		56,200.00
Rehmann Robson	2009-2010	56,650.00		56,650.00
Rehmann Robson	2010-2011	58,056.00		58,056.00
Rehmann Robson	2011-2012	58,056.00		58,056.00
Abraham & Rehmann	2012-2013	40,000.00	33,830.00	73,830.00
Abraham & Rehmann	2013-2014	41,000.00	33,830.00	74,830.00
Abraham & Rehmann	2014-2015	42,025.00	33,830.00	75,855.00
Abraham & Rehmann	2015-2016	43,075.00	34,500.00	77,575.00
Abraham & Rehmann	2016-2017	44,150.00	34,500.00	78,650.00

S:\Clerk's Office\CITY COUNCIL MEETINGS\CITY COUNCIL MEETINGS\2016 City Council Meetings

Principals

Dale J. Abraham, CPA
Michael T. Gaffney, CPA
Steven R. Kirinovic, CPA
Aaron M. Stevens, CPA
Eric J. Glashouwer, CPA
Alan D. Panter, CPA
William I. Tucker IV, CPA

ABRAHAM & GAFFNEY, P.C.
Certified Public Accountants

2601 Cambridge Court
Suite 201
Auburn Hills, MI 48326
(248) 844-2550
FAX: (248) 844-2551

March 7, 2013

Ms. Marilou T. Uy, Finance Director
City of Ypsilanti
One South Huron Street
Ypsilanti, MI 48197

RE: Best and Final Offer for Audit Services 2013-2017

Dear Ms. Uy:

We received your request for a best and final price offer related to our bid for audit services that was originally submitted on January 22, 2013. After considering the new circumstances, Abraham & Gaffney, P.C. is pleased to offer the following revised pricing schedule:

Audit Unit	Fee 6/30/2013	Fee 6/30/2014	Fee 6/30/2015	✓ Fee 6/30/2016	✓ Fee 6/30/2017
City of Ypsilanti - General Audit	$ 27,200	$ 27,810	$ 28,405	$ 28,995	$ 29,580
City of Ypsilanti - Economic Development	1,200	1,280	1,360	1,440	1,520
City of Ypsilanti - Downtown Development Authority	1,600	1,680	1,760	1,840	1,920
City of Ypsilanti - Single Audit	6,000	6,150	6,300	6,450	6,600
Police and Fire Retirement System	4,000	4,080	4,200	4,350	4,530
	$ 40,000	$ 41,000	$ 42,025	$ 43,075	$ 44,150

All other terms and conditions remain unchanged from our original proposal dated January 22, 2013.

Sincerely,

[redacted]

ALAN D. PANTER, CPA
Principal

REQUEST FOR LEGISLATION
March 1, 2016

From: **Marilou T. Uy, Fiscal Services Director**

Subject: **Request for approval of two-year extension of Financial outsourcing service engagement by Rehmann Robson for the fiscal year ending June 30, 2016 and June 30, 2017**

Summary Background:
Last April 9, 2013, City Council approved the proposals of Abraham & Gaffney, PC and Rehmann Robson to provide Audit Services and Financial Outsourcing Services for FYE 2013, 2014 and 2015. The Finance Department is requesting approval of a two-year extension for FYE 2016 and 2017 for Rehmann Robson to continue providing assistance in the year end accounting process and the preparation of camera ready financial statements for the auditors. This arrangement was successful by having another group of auditors that act as internal auditors, checking on the City's financial statements that promote transparency, more accurate data, better internal control in the Finance Department and for the City as a whole. With the outsourcing services, we will be able to focus more on the day-to-day financial operation of the City. In addition, our department will be more efficient, financial statements will be more reliable and up-to-date with current regulations and compliance requirements.

I recommend that City Council approve a two-year extension of Financial Outsourcing Services by Rehmann Robson to assist in the year end accounting process, year-end report preparation and prepare camera ready financial statement to be submitted to Abraham & Gaffney, PC.

Rehmann Robson fees are as follow:

	Outsourcing Fees
FY 2015/2016	$ 34,500
FY 2016/2017	$ 34,500
Total	$ 69,000

The approval of the contract will be contingent upon the City Attorney's review as to form.

Please feel free to contact me at 734-483-1105 or by e-mail at muy@cityofypsilanti.com if you have questions.

RECOMMENDED ACTION: Approval

ATTACHMENTS: Proposed Resolution, Rehmann Engagement letter, Summary of audit and accounting services fees

CITY MANAGER APPROVAL:_____

COUNCIL AGENDA DATE: March 15, 2016

CITY MANAGER COMMENTS:_____

FISCAL SERVICES DIRECTOR APPROVAL:_____

Resolution No. 2016-040
March 15, 2016

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, in April 2013, the City contracted with Rehmann Robson by providing financial outsourcing service, and

WHEREAS, Rehmann Robson has served the City of Ypsilanti for three years providing accounting assistance at year end and preparing camera ready financial statements for the auditors, Abraham & Gaffney; and,

WHEREAS, the City of Ypsilanti requests the extension of Rehmann Robson's contract to two more years for a total of five-years continuous; and,

WHEREAS, Rehmann Robson in their letter dated February 15, 2016, included their proposed Financial Outsourcing Services fees for the fiscal years ending 2016 and 2017 totaling $69,000; and,

NOW, BE IT HEREBY RESOLVED, that the Ypsilanti City Council approve a two-year contract extension with Rehmann Robson for the amount of $69,000 for Financial Outsourcing Services beginning with fiscal years ending June 30, 2016, through June 30, 2017.

OFFERED BY:_____

SUPPORTED BY:_____

YES: NO: ABSENT: VOTE**:**

Financial Outsourcing Service Proposal / Engagement Letter

February 15, 2016

City of Ypsilanti
One South Huron Street
Ypsilanti, Michigan 48197

We are pleased to offer/confirm our understanding of the financial outsourcing services we are to provide the City of Ypsilanti, Michigan relative to the fiscal years ending June 30, 2016 and 2017. Similar to the previous three years, we propose to provide year-end accounting and report preparation assistance for a total annual fee of $34,500 (which approximately a 2.0% increase over the prior annual fee). We do not anticipate additional fees this year for the implementation of new standards (as GASB Statements 67 and 68 were implemented in prior years and will not require significant ongoing additional effort). If other services are needed/requested over and above those previously provided, we will arrive at a mutually acceptable fee arrangement before incurring any additional costs for the City.

City of Ypsilanti Responsibilities

Management of the City of Ypsilanti is responsible for establishing and maintaining effective internal controls, including internal controls over compliance, and for ongoing monitoring activities, to help ensure that appropriate goals and objectives are met and that there is reasonable assurance that government programs are administered in compliance with compliance requirements. Management is also responsible for the selection and application of accounting principles; for the fair presentation in the financial statements of the financial position and the changes in financial position and cash flows in conformity with accounting principles generally accepted in the United States of America; and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

The City is responsible for designating a qualified management-level individual to be responsible and accountable for overseeing our services under this financial outsourcing engagement.

Administration, Fees and Other

The City acknowledges that: (a) Rehmann Robson, the City and others, if any, participating in this engagement may correspond or convey documentation via Internet e-mail unless the City expressly requests otherwise; (b) no party has control over the performance, reliability, availability, or security of Internet e-mail; and (c) Rehmann Robson shall not be liable for any loss, damage, expense, harm or inconvenience resulting from the loss, delay, interception, corruption, or alteration of any Internet e-mail due to any reason beyond Rehmann Robson's reasonable control.

We will invoice for our services no less frequently than monthly based on the actual hours worked. In accordance with our firm policies, work may be suspended if the City's account becomes 30 days or more overdue and will not be resumed until the account is paid in full or we have a definitive payment agreement approved by our firm administrator.

We acknowledge the City's right to terminate our services at any time and the City acknowledges our right to resign at any time, provided in either instance that the terminating party provides thirty days advance written notice of such termination.

The City consents to Rehmann Robson's use of the City's name and a factual description of the services to be performed by Rehmann Robson under this agreement in Rehmann Robson's advertising and promotional materials and other proposal opportunities.

We appreciate the opportunity to be of service to the City of Ypsilanti and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

ACKNOWLEDGEMENT:

This letter correctly sets forth the understanding of the ***City of Ypsilanti***.

Name:_____

Title:_____

Date:_____

Example

REHMANN
CHANGE ORDER

Client: City of Ypsilanti

Date:

Project Description (and estimated completion date, if appropriate):

_____
_____
_____
_____
_____

Estimated Additional Fees: $_____

We believe it is our responsibility to exceed the City's expectations. This Change Order is being prepared because performance by us of the above project and/or additional service efforts was not anticipated in our original agreement, dated _____. The estimated fees for the above project have been mutually agreed upon by the City, and Rehmann. It is our goal to ensure that the City is never surprised by the price for any Rehmann service and, therefore, we have adopted the Change Order Policy. The estimated additional amount above is due and payable upon completion of the project described.

If management agrees with the above project description and the estimated fee amount, please authorize and date the Change Order below. A copy is enclosed for the City's records. Thank you for letting us serve the City.

Agreed to and accepted:

_____
Officer signature

_____
Printed Name

_____
Title

_____
Date

Addendum to Contract for Financial Outsourcing Services

The City of Ypsilanti, One South Huron Street, Ypsilanti MI 48197, a Michigan municipal corporation (hereinafter "City") and Rehmann Robson, CPAs, professional auditing and accounting firm, of 675 Robinson Road, Jackson, MI 49203 (hereinafter "Contractor") agree as follows:

1. City hereby hires Contractor to provide financial outsourcing services to the City of Ypsilanti. Contractor agrees to provide such services according to the terms of this contract.

2. Financial outsourcing shall be supplied in the time and manner as specified in a certain engagement letter dated February 15, 2016.

3. Payment shall be made as set forth in the engagement letter.

4. Work shall be done on premises at One South Huron Street, Ypsilanti, Michigan, and at such other place as the parties shall mutually agree. No books or original records shall be removed from the premises without approval.

5. All work shall be done in a highly professional manner pursuant to applicable standards.

6. Work relative to a particular fiscal year end (such as June 30, 2016) shall, by example, begin by July 1, 2016 (and each fiscal year thereafter) and shall be finished prior to December 31, 2016 (and each fiscal year thereafter).

7. The term of this contract shall be for a minimum of two fiscal year cycles (being for the fiscal years ending June 30, 2016 and 2017).

8. Standard of Performance. The Contractor shall perform the contract faithfully and diligently and perform the services in a competent, professional, satisfactory and proper manner and during the contract term or extensions thereof, use every best effort and endeavor to promote the interests of the City and devote such time, attention, skill, knowledge and ability as is necessary to most effectively and efficiently carry out and perform the contract.

9. The parties understand and agree that the City may terminate this contract at any time with thirty (30) days advance written notice. In such event the Contractor will be compensated for work already completed.

10. This contract is to be performed in Washtenaw County, Michigan, and all legal venue shall exclusively lie therein.

11. The parties agree that time is of the essence in the performance of this Contract by the Contractor.

12. Each provision of this contract shall be separately enforceable and in the event that a court of competent jurisdiction determines or adjudges that any provision of this contract is invalid or illegal, such decision shall not effect the rest of the contract which shall remain in full force and effect.

13. This Agreement shall be governed by and construed in accordance with the laws of Michigan.

14. Independent Contractor. The relationship of the Contractor to the City is and shall continue to be that of an independent contractor and no liability or benefits such as worker's compensation, pension rights, or other rights or liabilities arising out of or related to a contract for hire or employer/employee relationship shall arise or accrue to either party as a result of the performance of this contract.

15. Waiver of Liability. The Contractor hereby waives any claim against the City and agrees not to hold the City liable for any personal injury or damage incurred by it, its employees or associates on this project which is not held by a court of competent jurisdiction to be directly attributable to the sole and/or gross negligence or malicious intentional conduct of any employee of the City acting within the scope of their employment. It further agrees to hold the City harmless from any such claim by its employees or associates.

16. For the purpose of the hold harmless indemnity and insurance provisions contained in this contract, the term "City" shall be deemed to include the City of Ypsilanti and all other associated, affiliated, allied or subsidiary entities, or commissions, officers, agents, representatives and employees.

17. The following Indemnification Agreement shall be, and is hereby, a provision of the Contract and shall be endorsed on the reverse sides of all certificates of insurance:

    "The Contractor agrees to protect, defend, indemnity and hold the City and its officers, employees and agents free and harmless from and against any and all losses, penalties, damages, settlements, costs, charges, professional fees or other expenses or liabilities of every kind and character arising out of or relating to any and all claims, liens, demands, obligations, actions, proceedings or causes of action of every kind and character in connection with or arising directly or indirectly out of this Agreement and/or the performance hereof. Without limiting the generality of the foregoing, any and all such claims, etc., relating to personal injury, death, damage to property, defects in materials or workmanship, actual or alleged infringement of any patent, trademark, copy right (or application for any thereof) or any other tangible or intangible personal or property right, or any actual or alleged violation of any applicable statute, ordinance, administrative order, rule or regulation, or decree of any court, shall be included in the indemnity hereunder. The Contractor further agrees to investigate, handle, respond to, provide defense for and defend any such claims, etc., at his sole expense and agrees to bear all other costs and expenses related thereto, even if it (claims, etc.) is groundless, false or fraudulent."

18. Insurance. See attached (attachment A).

19. Conflict of Interest. The Contractor covenants that neither said corporation nor any officer, agent or employee of the corporation has any interest nor shall they acquire any interest, directly or indirectly, which would conflict in the manner or degree of performance with the contract.

20. Contingent Fees. The Contractor warrants it has not employed or retained any company or person other than bonafide employees working solely for the Contractor, to solicit or secure this contract, and that it has not paid or agreed to pay any company, or person, other than a bonafide employee working solely for the Contractor, any fee, commission, percentage, brokerage fee, gift, or any other consideration contingent upon or resulting from the award of

making this contract. For breach or violation of this warranty, the City shall have the right to annul the contract without liability or, at its discretion, to deduct from the fees due the Contractor, or otherwise, recover the full amount of such fee, commission, percentage, brokerage fee, gift or contingent fee.

21. Equal Opportunity. The Contractor has knowledge of and agrees to comply with the provisions of the Ypsilanti City Ordinance 538, *Affirmative Action.*

22. The Contractor further agrees to perform this contract in accord with all federal, state and local laws and will not discriminate against any person on the basis of race, sex, color, national origin, religion, handicap status, heights, weight, marital status, or other criteria which is not relevant to the particular job.

23. The Contractor further agrees not to discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, disability as set forth in the American's With Disability Act, age, height, weight, or marital status (except insofar as it relates to a bonafide or occupational qualification reasonable necessary to the normal operation of the business). Breach of this provision may be regarded as material breach of the agreement.

24. Davis-Bacon Act. Pursuant to the Davis-Bacon Act, Title 40, UCS Section 276A-276A-5 to the extent applicable the rates of wages paid to employees of the Contractor on this work shall be the prevailing wages for this locality to all class of workers employed by the Contractor on this improvement.

25. Living Wage.

    A. Living Wages be paid according to the Ypsilanti Living Wage Ordinance No. 892 (the "Ordinance"); suitable notices be posted in the work place; and evidence of compliance including payroll records be provided to the Ypsilanti Personnel Department within 10 days of written request from the Ypsilanti Personnel Department.

    B. In the event of violation of the provisions of the Ordinance or this contract this contract may be modified or terminated to comply with the provisions of the Ordinance, including withholding of moneys in amount equal to Living Wages not paid in accordance with the Ordinance and the City may also take action to recover the amount of the contract provided to any person found to have violated the Ordinance.

    C. Any employee shall have a separate cause of action to enforce the provisions of this contract and the Ordinance and any rights conferred under the Ordinance, in law and or equity, and any court of competent jurisdiction upon proper proof and the prevailing of the employee in such action, shall award actual damages, wage restitution, interest and actual attorney fees.

    D. The City shall have the right to enforce this contract and The Ordinance in law or equity by court process including specific performance.

26. This contract and attachments hereto are the sole contract and agreement between the parties. Any changes, additions or deletions shall not be effective or actionable unless they are in writing signed by the parties.

IN WITNESS WHEREOF, the undersigned have set their hands this _____ day of February, 2016.

In the presence of:

REHMANN ROBSON, CPA

_____ BY: _____

Mark Kettner, CPA, Principal, Contractor

_____

City OF YPSILANTI, a Michigan
Municipal Home-rule City

_____ BY: _____

Amanda Edmonds, Mayor

_____ BY: _____

Frances McMullan, Jr., City Clerk

APPROVED AS TO FORM:

_____

JOHN M. BARR P-10475
Ypsilanti City Attorney

Addendum Attachment A - Insurance

1. The Contractor prior to commencing work shall provide at his 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 Department of 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 of 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 Owner.

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:

        Comprehensive General Liability
        Automobile Liability

6. The Contractor shall maintain at its own expense during the term of this Contract the following insurance:

    a. Worker's Compensation insurance with Michigan statutory limits and employers' liability insurance with minimum limits of $100,000 each accident.
    b. General Liability insurance with a minimum limit of liability per occurrence of $1,000,000 Combined Single Limit (Bodily Injury/Property Damage).

This insurance shall indicate on the Certificate of Insurance the following coverages: (a) Premises – Operations, (b) Products and Completed Operations, (c) Broad Form Contractual, and (d) Broad Form Liability Endorsement.

c. Automobile Liability insurance with minimum limits of liability, per occurrence, of $500,000 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: owned automobiles, hired automobiles and non-owned automobiles.

   The insurance shall provide minimum limits of liability per occurrence of $500,000. 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 in their official capacities.

d. Professional Services. Contractor shall provide professional liabilities (errors and omissions) insurance, with minimum limits of $300,000 each occurrence.

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

f. 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. If any of the Property and Casualty insurance requirements are not complied with at their renewal dates, payments to the Contractor will be withheld until those requirements have been met, or at the option of the City the City may pay the Renewal Premium and withhold such payments from any moneys due the Contractor

8. In the event that claims in excess of the insured amounts provided herein, are filed by reason of any operations under the Contract, the amount of excess of such claims, or any portion thereof, may be withheld from payment due or to become due the Contractor until such time as the Contractor shall furnish such additional security covering such claims as may be determined by the City

9. If at any time any of the foregoing policies shall be or become unsatisfactory to the City to form or substance, or if a company insuring any such policy shall be or become unsatisfactory to the City, the Contractor shall upon notice to that effect from the City promptly obtain a new policy, submit the same to the City Manager for approval and submit a certificate thereof as herein provided. Upon failure of the Contractor to furnish, deliver and maintain such insurance as above provided, this Contract, at the election of the City may be forthwith declared suspended, discontinued or terminated. Failure of the Contractor to take out and/or maintain or the taking out and/or maintenance of any required insurance, shall not relieve the Contractor from any liability under the Contract, nor shall the insurance requirements be construed to conflict with or otherwise limit the obligations of the Contractor concerning indemnification.

REQUEST FOR LEGISLATION
March 15, 2016

To: Mayor and Council

From: Ralph A. Lange, City Manager
Beth Ernat, Director of Community and Economic Development

Subject: Support for Pursuing Rail Stop in Depot Town

SUMMARY & BACKGROUND: A rail summit meeting was held last July with local and regional stakeholders by Representative Dave Rutledge and Congresswoman Debbie Dingell to discuss the possibility of MDOT creating new stops on the Amtrak Wolverine Line.

Following that meeting, the City began the effort of lobbying MDOT for consideration. Over 10 letters of support were garnered from community partner agencies on Ypsi's behalf and a letter and resolution from City Council were provided to MDOT. Concurrently, an Amtrak study was conducted for feasibility. The results of the study were positive to move forward.

In December the City was notified that MDOT would support the City to proceed in the process of developing a rail platform that could be approved and could lead to an Amtrak stop. The City was asked to complete due diligence in regards to the requirements and specifications required to meet the approval of all of the agencies and jurisdictions associated with the rail line. The rail partners that impact this section of rail include the Federal Rail Agency (FRA), MDOT, Norfolk Southern Railroad (NS), and Amtrak. Each agency has their own rules and regulations.

The City Engineers, OHM Advisors, began the process of surveying the land around the rail to have an accurate picture of the right-of-way available and the ownership of the land. Also, OHM partnered with Bergmann Associates from Lansing due to their specialty being railroads and them having past experience on this line. The City has also been working with rail specialists from SECOG to determine the process to move forward.

Additionally, to support the Amtrak rail line the City was asked to consider any at-grade closures that would positively benefit the service line. This is a separate Amtrak program. Amtrak offers $150,000 to communities for each closure plus a bonus for more than one closure in a jurisdiction. Police, Fire, Public Services, and Planning reviewed the crossings at Park Avenue and Grove Road and recommended closure based on no public safety concerns or service interruptions. OHM also began the design of the proposed closures. The Amtrak stop is not contingent on the closures; however, several minutes have to be eliminated off travel time in order to make any additional changes. In order to be eligible for the $375,000, the City must complete the at-grade closures by July 30th.

Moving forward, the City needs to create a design for the platform, generate cost proposals, address parking and circulation issues in Depot Town and start the permitting process. Permits are expected to take up to a year for approval.

A more complete layout of the timeline will be provided to Council before the meeting.

RECOMMENDED ACTION: Staff recommends approval of the resolution stating our intent to proceed and move forward with the steps involved in creating a platform for approval in order to secure the stop in Ypsilanti on the Amtrak Wolverine Line.

ATTACHMENTS: none.

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: _____

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____

Resolution No. 2016 - 043
March 15, 2016

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, The City of Ypsilanti through its Council and constituents fully support the creation of an additional stop on Amtrak's Wolverine Line in Ypsilanti; and

WHEREAS, the City of Ypsilanti received over 10 letters of support to pursue the Amtrak stop from key community partners; and

WHEREAS, the City of Ypsilanti realizes the economic development benefits to the City and region of having a stop of the Amtrak Wolverine line; and

WHEREAS, the City of Ypsilanti takes great pride in providing and encouraging multi-modal transportation and non-motorized transportation within the City; and

WHEREAS, the City of Ypsilanti understands it needs to design an accessible platform that will require the approval of multiple jurisdictions and agencies; and

WHEREAS, the City of Ypsilanti commits to financially support the development of a platform and train stop in Depot Town by pledging $2,000,000 of support.

NOW THEREFORE BE IT RESOLVED THAT the Ypsilanti City Council is willing to incur the costs of building an approved platform and will contribute to both the initial construction and long-term maintenance and operating costs.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

REQUEST FOR LEGISLATION
March 15, 2016

To: Mayor and Council

From: Beth Ernat, Director of Community and Economic Development

Subject: OHM Advisors Conceptual Design Engineering Services

SUMMARY & BACKGROUND: The City of Ypsilanti has maintained a long term contractual relationship with OHM Engineering providing engineer review and consulting service for over 25 years. OHM currently reviews all site plans and developments as the City Engineer. OHM is a full service engineering firm.

In December, the City Manager received notification from MDOT requiring that a rail platform be designed and approved in order to secure a stop on the Amtrak Wolverine line. In order to design a platform, it is necessary to know, and have evaluated, all of the property in the surrounding area. OHM was able to survey the properties around the rail tracks and research design requirements for a rail platform as part of their Engineering services contract with the City of Ypsilanti.

After completing the due diligence, research, and meeting with staff, SEMCOG staff, MDOT staff, and other partners concerning rail development, OHM was asked to prepare a contract for conceptual design and engineering services.

The proposed contract covers the base plan preparation, development of grade closure plans and bid specification, parking lot improvements on west side of tracks, and five alternative designs relating to the design and cost estimates for the rail platform. This contract does not include final design plans, bid specifications for the platform, or permitting costs. Grade closure bid packages will be provided by April 21, 2016.

A design review committee will be created and will be involved in the review of the alternatives and creating any other alternatives that may come out of the initial designs. OHM will provide cost/benefit analysis for all concepts created. Conceptual plans will be provided by May 23, 2016.

OHM Advisors has teamed with Bergmann Associates (Lansing Office) based on their expertise in railroad engineering and their history of working with Federal Railroad Authority, MDOT, Norfolk/Southern and Amtrak.

The funding for this contract would come from 202 Major Streets funds since this is an eligible transportation item.

Creating conceptual drawings with the budgets and cost estimations is the critical next step to securing a stop on the Amtrak Wolverine Line for the City of Ypsilanti.

RECOMMENDED ACTION: Staff recommends Council approve the Mayor and City Clerk to enter into a Conceptual Design and Engineering Services Contract with OHM Advisors in an amount not to exceed $144,800.

ATTACHMENTS: Contract

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: _____

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____

Resolution No. 2016 - 044
March 15, 2016

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, The City of Ypsilanti desires OHM Advisors to provide Conceptual Design Engineering Services over and above their professional services contract with the City of Ypsilanti; and

WHEREAS, The City of Ypsilanti desires have conceptual alternatives with cost estimates in order to develop a rail platform and associated parking lot improvements; and

WHEREAS, the City of Ypsilanti desires to have Its Mayor and City Clerk enter in to a contract with OHM Advisors in an amount not to exceed $144,800.

NOW THEREFORE BE IT RESOLVED THAT the Ypsilanti City Council directs the Mayor and City Clerk to enter into an engineering services contract with OHM Advisors with the City Manager authorized to approve minor changes to the contract.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

ARCHITECTS. ENGINEERS. PLANNERS.

OHM Advancing Communities®

February 23, 2016

City of Ypsilanti
One South Huron St.
Ypsilanti, Michigan 48197

Attention: Mr. Ralph A. Lange
City Manager

Regarding: **Rail Platform and At-Grade Closures**
City of Ypsilanti
Conceptual Design Engineering Services

Dear Mr. Lange:

OHM Advisors (OHM) thanks you for the opportunity to submit this proposal for professional services for the City of Ypsilanti. This proposal presents our proposed scope of services, delivery schedule, and fee.

Project Description

The City of Ypsilanti (the City), in collaboration with the Southeast Michigan Council of Governments (SEMCOG), the Michigan Department of Transportation (MDOT) and Amtrak is pursuing an opportunity to develop a rail platform at a location between Cross Street and Forest Avenue in Depot Town. The rail platform will accommodate the Amtrak Wolverine Line in the short term, and ultimately the proposed Commuter Rail Transit (CRT#1- Modified) Ann Arbor to Downtown Detroit inner-city commuter service.

We understand the goal of the City, MDOT, Amtrak, and SEMCOG is to install the infrastructure necessary to allow train service in Ypsilanti as quickly as possible. All work shall be completed with the master plan/future build out in mind.

Train stations and platforms often serve a secondary function as community focal points. The proposed Ypsilanti platform will be designed and sited as a community asset, integrated into the Depot Town surroundings while meeting appropriate rail siding and train operation regulations. This community design integration will allow for responsible and planned growth, for both public and private development, as regional rail corridor services develop and improve into multi-modal transit centers. The concept plans will be developed in a manner to allow the City to select the appropriate alternative and determine the appropriate phasing.

Scope of Services

The scope of services for this phase of design is limited to conceptual planning and cost estimation for the alternatives discussed previously with the City, SEMCOG, and MDOT. OHM will team with Bergmann Associates on this project given their extensive experience with rail projects. OHM/Bergmann will provide the following scope of services:

Task 1: Base Plan Preparation

This task will include collecting topographic information for the entire potential platform development area, which is bounded by the westerly edge of the Frog Island parking lot on the west, Forest Avenue on the north, Michigan

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LIVONIA, MICHIGAN 48150
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OHM-Advisors.com

DRAFT

Ladder/City parking lot on the east, and Cross Street on the South. In addition, topographic information will be collected for Park Street and Grove Road right-of-way from the rail crossing 250' in each direction.

Private utility information will be requested and incorporated into the plans.

Task 2: Development of Grade Closure Plans and Bidding Specifications

Preliminary plans will be developed for the proposed grade crossing closures at Park Street and Grove Street. The plans will quantify removals and construction necessary to complete the work. Project cost estimates will be developed based on the preliminary plans. Once approved by the City, the plans will be finalized and a bid package will be prepared. The project will be bid following the City's procurement process. Costs for construction phase engineering services will be provided separately at a later date.

Task 3: Parking Lot Improvements West of Tracks

This task will include developing a parking lot configuration and site circulation master plan for the parking lots west of the tracks. The area included is bounded by Cross Street to the south, the tracks to the east, Frog island park to the west, and Forest Avenue to the north. Proposed improvements may include parking space reconfiguration, bus service loading/unloading locations, parking island installation/removal, and pavement reconstruction/resurfacing. In addition, the analysis will include the removal of the existing City-owned recycling facility to accommodate additional parking. Planning-level costs to construct a new recycling center on an undeveloped site will be included.

Task 4: Conceptual Rail Platform and Associated Improvements Alternatives and Cost Estimates

This task includes the conceptual development of the rail platform(s) and associated amenities/improvements as well as planning-level cost estimates for each alternative. The cost estimates will be prepared on the assumption that all work will be performed in accordance with Federal wage requirements. In addition, the estimates will assume each alternative stands alone. The potential development components/alternatives to be developed are as follows:

Alternative 1:
Includes development of a platform on the east side of the current live track. No pedestrian crossing improvements are included in this alternative. Pedestrian access from the west side of the track would be accommodated using the at-grade crossing at Cross Street. Necessary improvements to the City-owned parking lot on the east side of the tracks are included in this alternative. Fencing as required by MDOT along the railroad right-of-way will be included as well. We understand this is the minimum improvement necessary to allow the train service to begin in Ypsilanti.

Alternative 2:
Includes a pedestrian bridge with an ADA compliant sidewalk ramp as well as a staircase. We anticipate the crossing to be approximately equidistant between the Cross Street and Forest Avenue grade crossings. Consideration for a future platform on the west side of the track will be accommodated in the schematic design/estimating, however the cost of a platform on the west side is included as Alternative 5. OHM will develop/determine architectural features related to exterior elevations, finishes, materials, colors, etc. as part of this alternative. The cost of solar panels and the associated structural upgrades necessary to support them will be included as well.

Alternative 3:
Includes a pedestrian bridge over the track with elevators as opposed to an ADA sidewalk ramp as

described in Alternative 2. Consideration for a future platform on the west side of the track as will be accommodated in the schematic design/estimating, however the cost of a platform on the west side is included as Alternative 5. OHM will develop/determine architectural features related to exterior elevations, finishes, materials, colors, etc. as part of this alternative. The cost of solar panels and the associated structural upgrades necessary to support them will be included as well.

Alternative 4:
This option involves development of a subgrade connection to provide access for pedestrian traffic from the east to the west side of the track. This option will focus on the culvert/precast concrete structure type, size and location in coordination with the proposed platform location(s).

Alternative 5:
Includes development of a platform on the west side of the future relocated westerly track. This option will only become necessary following significant rail investments that are planned by MDOT.

A comparison matrix of the advantages and disadvantages of Alternatives 2, 3, & 4 related to design, permitting, and construction will be provided to help the City evaluate the alternatives.

Task 5: Geotechnical Investigation

Subsurface conditions can have a significant impact on the cost of construction projects. OHM will procure pavement cores and soil borings for up to eight locations to a depth of 20 feet.

Permitting/Approvals

The concept alternatives will be developed with permitting standards and stakeholder needs in mind. OHM will coordinate with the permitting agencies to ensure the alternatives will meet the permitting standards once refined. If any alternative is deemed infeasible because of regulatory restrictions, this will be communicated to the City immediately and further work on developing that alternative will be halted.

Although detailed design plans and permitting are not included in this phase of design development, OHM understands the City's desire to move to the construction phase as quickly as possible. Because of that, all work will be done with the expectation that the project will continue to the next phase, therefore eliminating the need for rework of the selected alternative.

The primary design standards are the Amtrak Station Program & Planning Guidelines, Amtrak Engineering Station Design Practices, and the Amtrak Graphic Standards Signage Manual.

Several regulatory approvals and permits will be required for the rail platform. The concept alternatives will be developed with the appropriate regulations from each of the following agencies in mind:

- Ypsilanti City Council
- Ypsilanti Engineering & Building Department
- Amtrak - Government Affairs and Stations Planning Group
- Norfolk Southern
- Federal Transit Administration (FTA)
- Michigan Department of Transportation (MDOT)
- Advisory Council on Historic Preservation - Section 106 NEPA Review

- Michigan State Historic Preservation Office (SHPO)

Stakeholder Coordination

We understand this project has a significant community impact, and several individuals and agencies will have input during the process. Stakeholders should be aware that this project will have rigid permitting requirements from various agencies. All alternatives will be developed to meet the permitting requirements or will be eliminated as alternatives if they cannot. OHM will outline the cost/benefit for exemptions for design elements, such as platform length, to help the City determine if the additional design effort and associated permitting delays offset the potential advantages of design exception. Following the delivery of the alternatives to City/MDOT, the selected option will be presented for public review and feedback. All feedback will be considered and evaluated, however, it is important to understand that the regulatory agencies will limit the flexibility of several components of the alternatives. Incorporation of stakeholder comments will be limited to items that will be allowed by various permitting agencies. Greater flexibility exists in the surrounding site improvements to the City lots that are not directly associated with the rail right-of-way or rail operations.

Assumptions:

1. It is understood that standards with regard to the Michigan Line have been developed and are in the process of being updated by MDOT and SEMCOG. This information will be made available to OHM in order to develop the necessary alternatives as part of this Feasibility Study.
2. Standards to be met include: MDOT, American Railway Engineering and Maintenance-of-way Association (AREMA), AMTRAK, Norfolk Southern, City of Ypsilanti, and SEMCOG.
3. This proposed Scope of Services does not include hours/cost in order to develop an Environmental Assessment (EA) document to obtain Categorical Exclusion (CE) through the NEPA process with the Federal Railroad Administration (FRA). That submittal will be dependent on the selected alternative.
4. Perspective renderings are not included in this proposal.

Schedule

Task 2: The preliminary plans and cost estimates for the two grade closure locations will be provided to the City by March 21, 2016. Upon approval by the City/MDOT, the bid package will be provided by April 21, 2016. This will allow for a construction start date of June 1, 2016 and substantial completion by June 30, 2016.

Task 3 & 4: The conceptual parking lot improvements and rail platform alternatives and cost estimates will be provided by May 23, 2016.

Deliverables and Fee

The above-outlined services will be performed on an hourly basis not to exceed basis for:

Task 1: Base Plan Preparation	$27,400
Task 2: Development of Grade Closure Plans and Bidding Specifications	$19,200
Task 3: Parking Lot Improvements West of Tracks	$9,600
Task 4: Conceptual Alternatives and Cost Estimates	$82,400
Task 5: Geotechnical Investigation	$6,200
Total:	$144,800

Deliverables

The deliverables to the City are as follows:

Task 2: Development of Grade Closure Plans and Bidding Specifications
Construction plan set consisting of cover sheet, removal sheets, construction plan sheets, and required notes/details. Bidding specifications will contain all contract documents required to meet City of Ypsilanti procurement requirements.

Task 3: Parking Lot Improvements West of Tracks
An existing conditions exhibit as well as a plan view scale drawing of the proposed improvements for the area between Forest and Cross west of the tracks will be provided. The drawing will include information such as critical dimensions, areas to resurfaced/reconstructed, proposed changes to curb locations, parking island addition/elimination, etc. A cost estimate for the work will be included that will include the projected cost of relocating the recycling center.

Task 4: Conceptual Alternatives and Cost Estimates
The following will be prepared for each Alternative (1-5):
A plan view scale drawing of the location of the proposed improvements. The drawings will include information such as critical dimensions, proposed improvements, materials, etc. A cost estimate will be prepared for each alternative that will detail design assumptions.

Task 5: Geotechnical Investigation
Soil boring logs will be prepared that will include information such as pavement thickness, soil types, and ground water elevation.

We thank you for this opportunity to provide professional services to the City of Ypsilanti. If you have any questions regarding this proposal, please contact us. OHM is prepared to start immediately upon authorization.

Sincerely,
OHM Advisors

_____
Kent Early

Cc: Beth Ernat, Economic Development Director
John Barr, City Attorney
Stan Kirton, Public Services Director
Marcus McNamara, OHM

REQUEST FOR LEGISLATION

To: Mayor and Council

From: Beth Ernat, Director of Community and Economic Development

Subject: MParks grant for Building Healthy Communities (BHC)

SUMMARY & BACKGROUND: MParks in collaboration with the Michigan Department of Health and Human Services is offering a pilot program to select communities to encourage healthy communities through public park programs.

Through this grant the City has to administer and evaluate two programs, "Get out and Play" and "Walk with Ease". MParks will provide $10,000 for staff to do so. The City can contract or use existing staff. At this time, the City is seeking to contract with a member of the Parks and Recreation Committee.

In exchange for the running the programs, MParks will also grant the City $24,000 for the parks it is using for any upgrades related to access or enjoyment. At this time, staff recommends replacing the stairs at the Tridge for access to Riverside Park and replacing the planks on the Water Works bridge to the new B2B trail.

The program also requires the designation of a smoke-free park. This has already been completed by the City so no further action is required on our park.

RECOMMENDED ACTION: Staff recommends approval of the contract with MParks for participation in the BHC program.

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: _____

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____

Resolution No. 2016-045
March 15, 2016

RESOLUTION TO APPROVE MParks GRANT FOR PARK ENHANCEMENTS AND SUMMER PROGRAMS

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

THAT the contract with Michigan Recreation and Parks Association for a grant of $34,000 plus expenses for park enhancements and summer park programs be approved and Beth Ernat, Ypsilanti Community Development Director is authorized to sign the contract and any other necessary grant documents for and on behalf of the City with the approval of the City Attorney.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

Building Healthy Communities (BHC) 2016

Partnership Agreement

This Partnership Agreement (Agreement) by and between the Michigan Recreation and Park Association (mParks) and **City of Ypsilanti** (Partner) for the period from March 1, 2016 to September 30, 2016. The project scope is outlined in Attachment A.

Program Components:
In addition to the components identified in Attachment A, Partner agrees to:

- Send appropriate representatives to-training/update meetings as scheduled by mParks. When necessary, video conferencing may be available.
- Utilize the COAP curriculum and evaluation provided by mParks. Any exceptions must be approved by mParks.
    - $500 will be allocated to cover materials (facilitators manual, activity logs) and supplies (pedometers, play equipment). See Attachment B.
- Conduct pre and post fitness level evaluation on all COAP participants with tools provided by mParks. Any exceptions must be approved by mParks.
- Utilize the Walk with Ease (WWE) curriculum and evaluation provided by Arthritis Foundation.
    - Training, materials (guidebook, pedometers) and registration fees in Attachment C are covered directly by mParks.
- Conduct pre and post fitness level evaluation on all WWE participants with tools provided by mParks. Any exceptions must be approved by mParks.
- Implement the SOPARC evaluation tool (pre and post) between May 2016 and August 2016. Materials, supplies and staffing costs will be provided by mParks.
- Survey neighborhood members within ½ mile radius for input about safety, ease of use, types of improvements/enhancements to install to increase use of park.
- Participate in the development of a "How to Make Parks Tobacco Free" guide for county and local parks staff.
- Conduct key informant interviews with key staff/partners/community members, including success stories.
- Participate in Marketing/Promotion on social media (i.e., Facebook, Twitter, etc.) and traditional media (i.e., press release, newsletter, etc.).
- Complete reporting forms as may be required by mParks.
- Provide any other information reasonably requested by mParks.

Program Payment:
mParks agrees to provide Partner a payment total amount of $34,000 in addition to the expenses of the supplies ordered in Attachment B. Payment will be processed as reimbursements throughout the duration of grant unless otherwise mutually agreed upon. Payment will be issued after mParks receives from partner a detailed report of expenses requested for reimbursement and the required progress report. Please allow four to six weeks for reimbursements. All expenses must be approved in advance by mParks.

Partner will:

- Submit an invoice detailing the incurred costs under this partnership. Unless otherwise specified in Attachment A, Partner shall retain ownership of any equipment/materials issued to them by mParks pursuant to this Agreement.
- Partner must include with the invoice a copy of:
    - Time sheets for any hours charged to the grant included in the partnership.
    - Copies of invoices for any *optional* equipment identified in Attachment B will be provided directly by mParks.*

      *mParks will place equipment order for each agency.
    - Copies of invoices for any enhancement project identified in work plan.
    - Progress report on implementation of program on form provided by mParks.
- Capital equipment and food expenditures will not be reimbursed by mParks
- See Attachment D for budget.

Partner agrees that payments received from mParks shall not be used to influence the outcome of any public election or to carry on any voter registration drive, and are to be used solely for the purpose of developing and administering community fitness. mParks reserves the right to reject any payment request, or part thereof, which in its sole discretion does not comply with the terms of this Agreement.

Indemnification: The partner agrees, to the fullest extent permitted by law, to defend, indemnify and hold harmless mParks, and the Michigan Department of Health and Human Services (MDHHS) and their officers, directors, employees and agents from and against any and all claims, liabilities, losses and expenses (including reasonable attorney fees) which directly or, indirectly, wholly or partially arise from or in connection with any act or omission of Partner, its employees, or agents in applying for or accepting the program reimbursement in expending or applying the program reimbursement funds, or in carrying out any project supported by the program reimbursement funds except to the extent that such clams, liabilities, losses and expenses arise from or are related to any act of omission of mParks or MDHHS and their officers, directors, employees or agents.

Changes: The Partner shall immediately notify mParks about any changes, events or occurrences which significantly affect the ability of the partner to fulfill the activities outlined in this document.

Records and Access to Information: The partner shall maintain records of all activities related to or funded under this Agreement, including but not limited to, financial records, receipts and expenditures relating to the partnership. The partner's books and records shall be made available for mParks inspection during normal business hours at the partner's principal place of business for the purpose of making financial audits, verifications or program evaluations as MPARKS deems necessary concerning the partnership.

Right to Discontinue Funding: mParks may terminate this agreement or withhold payment, or both, in its sole discretion, if the partner is unable to carry out the purposes of the grant or fails to meet the terms and conditions of this agreement. If termination or withholding of the payment is being considered by mParks, the partner will be notified of the non-compliance issues and will have a specified period of time to remediate the non-compliance issues cited by mParks. Successful remediation will be determined in the sole discretion of mParks.

Publicity: mParks and the partner shall each permit the other to include information regarding the partnership, including the MDHHS, mParks and the partner and the purpose of the partnership in each party's periodic public reports, newsletters and news releases. The partner agrees to acknowledge the support of mParks and MDHHS whenever activities funded pursuant to this Agreement are published in any news media. Any proposed publicity that goes beyond the disclosure described in this section shall require the approval of the other party which shall not be unreasonable withheld.

Assignment: The partner shall not transfer or assign responsibility for any obligation of Partner hereunder to another party without the prior written consent of mParks.

Governing Law: This Agreement shall be construed in accordance with the laws of the State of Michigan.

Complete Agreement: This Agreement constitutes the entire Agreement of the parties as to the subject matter hereof and may not be modified or amended except by written amendment signed by both parties.

_____	_____
PARTNER	Date
_____	_____
mParks	Date

ATTACHMENT A

AGENCY NAME	**City of Ypsilanti**
AMOUNT OF AWARD	**$24,000– park improvements** **$10,000 – Program Implementation (WWE, COAP)** *All as approved in advanced by mParks*
BHC Grant Year	**March. 1, 2016 – Sept. 30, 2016**

PROJECT DESCRIPTION

- Data collection (SOPARC)
- Come Out and Play (COAP) Curriculum – 3 sessions, 6-week sessions*
- Adult/Senior Walking Program (Walk with Ease) – 3 sessions, 6-week sessions*
- Park/greenspace Improvements *(as pre-approved by mParks)*
- Informational outreach to increase physical activity at park/greenspace
- Provide input in the development of a "How to Make Parks Tobacco Free" guide for county and local parks staff

**WWE and COAP sessions may operate concurrently between April 1– Sept. 30, 2016 to complete three, 6-week sessions.*

ADDITIONAL COMMENTS

Serve as a BHC community to enhance park/greenspace to increase access to physcal activty; and build awareness of new policies and environmental changes through informational outreach.

$500 has been allocated for each community for Come Out and Play (COAP) supplies, equipment, materials as explained on Attachment B. mParks will purchase the materials directly for the communities. If the $500 isn't spent in full on the supplies and materials, the balance may be used by the community for other supplies as approved in advance by mParks. **Items #A, B & C on Attachment B are required, all other supply items are optional.**

All Walk With Ease (WWE) training, materials, supplies and program registration ordered on **Attachment C will be paid directly by mParks.** <u>All items on Attachment C are required.</u>

Attachment B
COAP SUPPLIES ORDER FORM*

**Items A, B, C are required. All other supplies listed are optional for your program*

Partner: City of Ypsilanti

	Description	Recommended Supplies*	Quantity Needed By Partner	Unit Price	Total
A	Facilitator Manual	1	1	$ 25.00	
B	Activity Logs	1/child		$ 5.00	
C	Pedometer	1/child		$2.95	
1	Hoop Storage Bag - 36"	1		$ 20.99	
2	Burlap Potato Sacks - 12/pack	1 pack		$ 28.99	
3	48" x 24" Mesh Ball Bag - Green	1		$ 13.99	
4	Spectrum Rubber Frog Set	1 set		$ 59.99	
5	Hoop Superclips - 4/pack	4 packs		$ 12.99	
6	8" Gator Skin Special Form Balls - 6/pack	2 packs		$ 99.99	
7	Spectrum Dome Cones - 36/pack	1 pack		$ 49.99	
8	Spectrum Easy Grip Relay Batons	2 packs		$ 14.99	
9	Parachute - 12 ft	2		$ 32.99	
10	Large Stacking Buckets - 12/pack	2 packs		$ 32.99	
11	Candy-Striped Hoop Holders - 12/pack	2 packs		$ 20.99	
12	Color Splash! Box of Sidewalk Chalk - 126 pieces	1 box		$ 18.99	
13	Noodle & Hoop Bases - 6/pack	2 packs		$ 27.99	
14	Aqua Noodles - 24/pack	1 pack		$ 84.99	
15	Fun Bubbles - 24/pack	2 packs		$ 8.99	
16	Crayola Crayons - 64 pieces/box	3 boxes		$ 6.29	
17	Balloon Inflator	1		$ 8.49	
18	11" Qualatex Balloons Jeweltone Assortment - 100/bag	2 bags		$ 23.99	
19	Unload-A-Toad Animal Tossing Saucer	1		$ 9.99	
20	Mega Porcupine Novelty Easy Pack	1 pack		$ 32.99	
21	Chuck-A-Chicken Animal Tossing Saucer	1		$ 9.99	
22	White Tagboard 9" x 12" - 100/pack	3 packs		$ 6.49	
23	9 ft Spectrum Nylon Jump Ropes - 6/pack	1 pack		$ 17.99	
24	3" Spectrum Vinyl Square Beanbags - 12/pack	2 packs		$ 14.99	
25	4" Spectrum Vinyl Square Beanbags - 12/pack	2 packs		$ 16.99	
26	Acrylic Yarn Minis - 10/pack	2 packs		$ 10.99	
27	Institutional Beach Balls - 12"	12		$ 2.19	
28	Institutional Beach Balls - 16"	12		$ 2.89	
29	Beaded Jump Rope - 7 ft	6		$ 2.79	
30	Beaded Jump Rope - 8 ft	6		$ 2.99	
31	Beaded Jump Rope - 9 ft	6		$ 3.29	
32	Beaded Jump Rope - 10 ft	6		$ 3.59	
33	Beaded Jump Rope - 16 fT	8		$ 4.49	
34	Spectrum No Knot Hoops - 24"	1 set		$ 71.99	
35	Spectrum No Knot Hoops - 30"	1 set		$ 76.99	
36	Spectrum No Knot Hoops - 36"	1 set		$ 82.99	
				SUB TOTAL:	

Line A	TOTAL PARTNER ALLOCATION:	$500
Line B	LESS TOTAL SUPPLIES ORDERED (enter subtotal amount from above):	
	TOTAL: (subtract Line A from Line B)	

SUPPLIES DESCRIPTIONS

1) Hoop Storage Bag - 36"

2) Burlap Potato Sacks - 12/pack

3) 48" x 24" Mesh Ball Bag – Green

4) Spectrum Rubber Frog Set

5) Hoop Superclips - 4/pack

6) 8" Gator Skin Special Form Balls - 6/pack

7) Spectrum Dome Cones - 36/pack

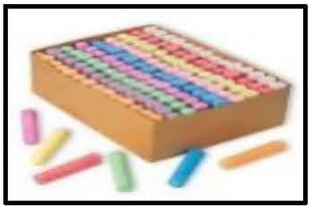
8) Spectrum Easy Grip Relay Batons

9) Parachute - 12 ft

10) Large Stacking Buckets - 12/pack

11) Candy-Striped Hoop Holders - 12/pack

12) Color Splash! Box of Sidewalk Chalk (126 pieces)



13) Noodle & Hoop Bases - 6/pack

14) Aqua Noodles - 24/pack

15) Fun Bubbles - 24/pack

16) Crayola Crayons - 64 pieces/box

17) Balloon Inflator

18) 11" Qualatex Balloons Jeweltone Assortment (100 per bag)

19) Unload-A-Toad Animal Tossing Saucer

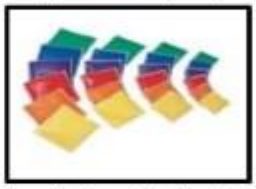
20) Mega Porcupine Novelty Easy Pack

21) Chuck-A-Chicken Animal Tossing Saucer

22) White Tagboard 9" x 12" - 100/pack

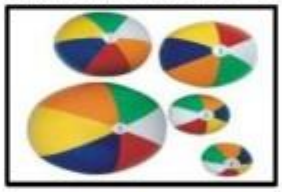
23) 9 ft Spectrum Nylon Jump Ropes - 6/pack

24) **3"** Spectrum Vinyl Square Beanbags - 12/pack
25) **4"** Spectrum Vinyl Square Beanbags - 12/pack



26) Acrylic Yarn Minis - 10/pack

27-28) Institutional Beach Balls - 12" / 16"



29-33) Beaded Jump Rope – (7ft-16ft)

34-36) Spectrum No Knot Hoops (24" – 36")

WWE Program (training, materials, supplies)

All Items listed are required.

Partner: **City of Ypsilanti** **TOTAL FUNDED $34,000**

	Description	Quantity Needed By Partner	Unit Price
1	WWE Online training*		$0.00
2	Facilitator Manual		$0.00
3	Participant Registration		$0.00
4	Participant Guidebook		$0.00
5	Pedometers		$0.00
6	Pre-Post Assessment Materials		$0.00
		TOTAL:	$0.00

*WWE Leader must provide copy of CPR certification before completing WWE online training. mParks will provide support for those needing assistance in CPR certification.

Attachment D
BHC Grant Budget

Partner: City of Ypsilanti **TOTAL FUNDED $34,000**

Category	Funding
Partner Program Expenses	
Park enhancements	$24,000
Staffing	$10,000
Promotion of park(s)/trail(s), COAP, WWE	---
mParks Program Expenses	
SOPARC (staff time)	$650
Smoke-Free Signage	$1,000
Programming Supplies & Materials**	$1725

**Come Out and Play: $500 will be allocated for supplies and materials (Attachment B). If you do not use all $500, remaining funding can be used for incentives or other *pre-approved* costs.

**Walk With Ease: program registration, training, supplies and materials ($1225), will be covered directly by mParks.

Frances McMullan

From: support@cityofypsilanti.com
Sent: Sunday, September 13, 2015 12:50 PM
To: Frances McMullan
Subject: City of Ypsilanti Boards and Commissions Citizen Participation Resume

Results From: City of Ypsilanti Boards and Commissions Citizen Participation ResumeSubmitted By: Unauthenticated User IP: 10.20.30.11

Name:
Matt

last name:
Dunwoodie

Address:
[redacted]

address2:

city:
Ypsilanti

state:
MI

zip:
48197

Years in Community:
<1

Ward:
2

Phone:
[redacted]

Email:
[redacted]

Education:
Masters of Science & Bachelor of Science in Civil & Environmental Engineering from the University of Michigan

Occupation:

Power Delivery Engineering

Employer:

Black & Veatch, Ann Arbor

BOARDOFINTEREST:

Civil Service Commission YCUA Economic Development Corporation-Brownfield Redevelopment Authority Planning Commission

Interest:

I'm new to Ypsilanti, and I want to find out more about the management and plans of the city, while offering my own perspective and expertise to continue to grow my new community

Applicatory Experience:

Most of my experience is school related, I took classes on urban planning and water resources as part of my civil & environmental engineering degree program. I was an engineering intern with the City of Ann Arbor for 9 months in 2013 for the project management department, serving as an construction inspector on road construction projects.

Attendance Requirement:

Yes

Signature:

Yes

Frances McMullan

From: noreply@civicplus.com
Sent: Wednesday, March 09, 2016 6:10 PM
To: Frances McMullan; Andrew Hellenga
Subject: Online Form Submittal: Citizen Advisory Boards and Commissions Participation Resume

Citizen Advisory Boards and Commissions Participation Resume

The people of Ypsilanti are involved in their City government and are an important part of the community's achievements. Individuals interested in receiving more information in regards to serving on an advisory board or commission are invited to contact the City Clerk's Office at 734-483-1100. Alternatively, citizens who would like to participate can submit their information in the form below.

Name	Conan Malmer
Email Address	[redacted]
Address	[redacted]
City	Ypsilanti
State	MI
Zip Code	48197
Phone Number	734-487-6600
Fax Number	734-487-6606
Number of Years in the Community	30 years
Ward You Live In	Ward 1
Education	Eastern Michigan University
Occupation	Investment Adviser
Employer	Malmer Asset Management
I would like to be considered and could devote sufficient time to serve on the following board or commission:	Parks and Recreation Commission

Why are you interested in serving on these boards/commissions?	I am a current member of the Parks and Rec commission. My term expires In April 2016. I am interested in helping the City and local Little League maintain and improve the baseball diamonds in our City parks.
Work/volunteer experience related to the board or commission:	I am cofounder of the Ypsi Baseball Project, a charitable foundation, or friends group, established to help take care of our community baseball diamonds and promote youth baseball in Ypsilanti Community Schools. I have been active in the local youth baseball community for seven years as a coach, Little League Board member and parent. I joined the Parks and Rec Commission three years ago because I wanted to help the ball diamonds get the annual maintenance required to be safe and functional. Please visit ypsibaseballproject.org for more information on our community diamonds and efforts underway to help improve our baseball infrastructure.
I understand that appointment to a City of Ypsilanti board or commission requires regular attendance at board meetings.	Yes
I hereby certify that all of the information above is true.	Yes

Email not displaying correctly? View it in your browser.

City of Ypsilanti
Community and Economic Development
January 2016

2015 Annual Report
Planning Commission
Ypsilanti, Michigan

INTRODUCTION

The Planning Commission of the City of Ypsilanti is governed by the Michigan Planning Enabling Act, State of Michigan Public Act 33 of 2008, and by the City of Ypsilanti's Zoning Ordinance.

In 2015, the Planning Commission's membership was as follows:

Roderick Johnson (chair)
Cheryl Zuellig (vice-chair)
Anthony Bedogne
Phil Hollifield
Heidi Jugenitz
Liz Dahl MacGregor (appointed August)
Briana A. Mason (appointed October)
Nicki Sandberg (resigned June)
Scott Straley (resigned August)

Under the Planning Enabling Act, the Commission must provide an annual report to City Council, as the legislative body of the City. This report discusses,

1. The operations of the Commission during the past year
2. The status of any on-going planning activities
3. Recommendations to the legislative body related to planning and development

PLANNING COMMISSION OPERATIONS

The Planning Commission held regular monthly meetings during 2015, as well as two special meetings. No joint meetings were held. The Commission took nearly twice as many actions in 2015 as in 2014; likely due to deferred applications due to the "in-progress" zoning ordinance. The Nonmotorized Committee regularly met and continues to meet; other subcommittees did not meet in 2015. The Planning Commission maintained two vacant seats throughout 2015, despite the addition of two new members.

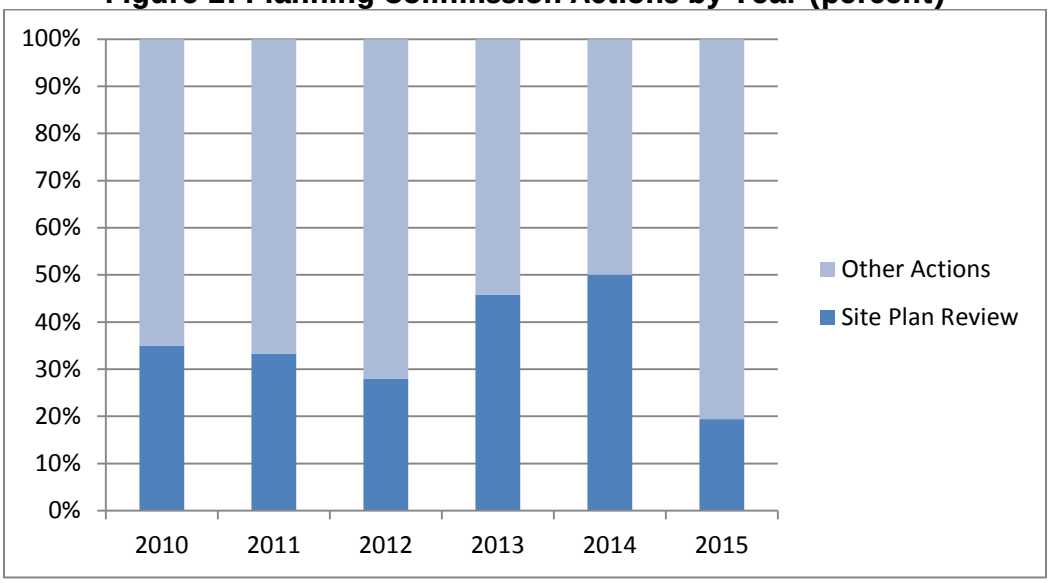
The Commission considered 36 actions, including 7 site plans, 6 special use permits, and 2 Planned Unit Developments (PUD). The Commission also recommended adoption of the City's first Capital Improvements Plan, reviewed its first Modification of Sign Standards application, revoked a special use permit for the first time; and processed six designations of special nonconforming statuses ("Nonconforming A"). The Planning Commission also saw their efforts at creating and maintaining a user-friendly process rewarded by the designation of the City as a Redevelopment Ready Community by the Michigan Economic Development Corporation.

Included in this year's annual report is the implementation matrix from the Master Plan, with topics not involving the Planning Commission removed. Although these topics are not included, they remain important to the overall success of the City.

Figure 1: Planning Commission Applications by Type (past five years)

Planning Commission Application / Deliberation	2010	2011	2012	2013	2014	2015
Site plan review	7	11	7	11	9	**7**
Amend approved site plan	1	2	1	0	1	0
Special use permit	1	7	2	5	2	**6**
Zoning map amendment	3	2	3	1	1	**1**
Zoning text amendment	6	6	2	0	1	**2**
Master plan amendment	1	0	0	1	0	0
Planned unit development	0	1	2	2	0	**2**
Amend approved PUD	0	0	0	0	0	0
Alley/Street closure/Vacation	0	2	1	1	2	0
History Overlay discretionary zoning (begins 2010)	1	0	0	0	0	0
Capital improvements reviews (begins 2010)	0	2	1	1	2	**3**
Special topic planning (begins 2010)	0	0	1	2	0	0
Study item (begins 2010)	0	0	4	0	0	**7**
Conditional rezoning (begins 2010)	0	0	1	0	0	0
Modification of Sign Standards (begins 2012)	--	--	0	0	0	**1**
Special Use Revocation (begins 2015)	--	--	--	--	--	**1**
Designation of Special Nonconforming Status (begins 2015)	--	--	--	--	--	**6**
Total Applications / Deliberations	20	33	25	24	18	**36**

Figure 2: Planning Commission Actions by Year (percent)



Master Plan Implementation Matrix

These goals and their matrices are taken directly from the Master Plan, adopted Oct 2013.

Capital Improvements Plan = CIP; Zoning Ordinance = ZO

	Key	Action	Timeframe	Location	Safety	Diversity	Equity	Environ	Economy	Primary Mechanism	Completion or Benchmark Date	Next Steps
Center	C1	Building standards for centers that preserve the architecture	2014-2015	All Centers	■	■	■		■	ZO	ZO passed 2014	ZO review underway
	C2	Allow renewable energy facilities on all buildings	2014-2015	All Centers				■	■	ZO	ZO passed 2014	ZO review underway
	C4	Finish upper stories	Ongoing	All Centers		■	■	■	■	ZO	ZO passed 2014	ZO review underway
	C5	Maintain and expand transportation options	Ongoing	Downtown	■		■	■	■	ZO, CIP	CIP adopted 2015	ZO review underway; CIP update underway
	C6	Draft a business attraction plan for Downtown, Depot Town and Cross St	2014-2019	All Centers		■			■	ZO, CIP	RRC Certification obtained 2015	ZO review underway; CIP update underway; RRC maintenance underway
	C7	Encourage business and event activity during the day and evening	2014-2019	All Centers	■	■	■		■	ZO	ZO passed 2014	ZO review underway

Key		Action	Timeframe	Location	Safety	Diversity	Equity	Environ	Economy	Primary Mechanism	Completion or Benchmark Date	Next Steps
	C9	Curbless "festival" street on Washington	2014-2019	Downtown						CIP	CIP adopted 2015	CIP update underway
Center	C10	Use vacant storefronts for temporary retail uses	2014-2019	Downtown						ZO	ZO passed 2014	ZO review underway
	C14	Increase walkability (2-way streets & raised intersections)	2014-2024	Downtown						CIP	CIP adopted 2015	CIP update underway
	C15	Curbless "festival" street on River and Cross Street	2014-2024	Depot Town						CIP	CIP adopted 2015	CIP update underway
	C16	Create a public space at new train station	2014-2024	Depot Town						CIP	CIP adopted 2015	CIP update underway
	C17	Separate Cross and Washtenaw	2014-2024	Cross Street						CIP	CIP adopted 2015	CIP update underway
	C18	Create a "front door" for EMU with reconfiguration of Cross and Washtenaw	2014-2024	Cross Street						CIP	CIP adopted 2015	CIP update underway
Neighborhood	N3	Plan and zone for range of housing typologies for the needs of all ages and abilities	Ongoing	All neighborhoods						ZO	ZO passed 2014	ZO review underway

	Key	Action	Timeframe	Location	Safety	Diversity	Equity	Environ	Economy	Primary Mechanism	Completion or Benchmark Date	Next Steps
	N4	Streamline multiple-family living arrangements into categories based on number of units and form, instead of use	2014-2015	All neighborhoods						ZO	ZO passed 2014	ZO review underway
	N5	Continue home-based entrepreneurship	2014-2015	All neighborhoods						ZO	ZO passed 2014	ZO review underway
	N6	Regulate the form of buildings to preserve the character of neighborhoods	2014-2015	All neighborhoods						ZO	ZO passed 2014	ZO review underway
Neighborhood	N7	Preserve the character of the area by using regulations on street type, building type as well as use	2014-2015	Central neighborhoods						ZO	ZO passed 2014	ZO review underway
Neighborhood	N8	Regulations of the variety of housing types, uses and lot sizes will be calibrated to the existing patterns	2014-2015	Central neighborhoods						ZO	ZO passed 2014	ZO review underway
Neighborhood	N9	Limit uses to predominantly single-family residential uses in areas with small houses, suited for only single-family use	2014-2015	Outlying neighborhoods						ZO	ZO passed 2014	ZO review underway

	Key	Action	Timeframe	Location	Safety	Diversity	Equity	Environ	Economy	Primary Mechanism	Completion or Benchmark Date	Next Steps
	N10	Create 'Eco-Districts' in neighborhood parks	2014-2024	All neighborhoods						ZO	ZO passed 2014	ZO review underway
Corridor	Co1	Designate the appropriate building form for each corridor based on existing patterns and vision for that corridor	2014-2015	All corridors						ZO	ZO passed 2014	ZO review underway
Corridor	Co2	Retain the mix of uses within each corridor but allow them throughout the area	2014-2015	All corridors						ZO	ZO passed 2014	ZO review underway
Corridor	Co3	Reinforce the preservation of historic buildings	2014-2015	Historic corridors						ZO	ZO passed 2014	ZO review underway
Corridor	Co4	Maintain River Street as a historic boulevard	2014-2015	Historic corridors						ZO, CIP	ZO passed 2014	ZO review underway
Corridor	Co5	Require a pedestrian-friendly building form while allowing a mix of uses for both students and residents along Huron River Dr, LeForge & Railroad corridors	2014-2015	General corridors						ZO	ZO passed 2014	ZO review underway

Key		Action	Timeframe	Location	Safety	Diversity	Equity	Environ	Economy	Primary Mechanism	Completion or Benchmark Date	Next Steps
	Co6	Coordinate regulations for Washtenaw with the County Re-Imagine Washtenaw Ave Plan	2014-2015	General corridors						ZO	ZO passed 2014	ZO review underway
	Co7	Restore Harriet St as the Main St of adjacent neighborhoods	2014-2015 for ZO / 2014-2024 years for streets	General corridors						ZO, CIP	ZO passed 2014, CIP 2015	ZO review underway; CIP update underway
	Co8	Restore two-way function to Cross, Huron and Hamilton Streets	2014-2024	Historic corridors						CIP	CIP adopted 2015	CIP update underway
	D1	Update regulations to create walkable areas at the border of the City and EMU campus	2014-2015	EMU						ZO	ZO passed 2014	ZO review underway
	D2	Create regulations that support the existing building form but assure access by all modes of transportation	2014-2015	Health & Human Services						ZO	ZO passed 2014	ZO review underway
	D3	Allow renewable energy facilities, such as solar panels, on industrial land	2014-2015	Job Districts						ZO	ZO passed 2014	ZO review underway

Key		Action	Timeframe	Location	Safety	Diversity	Equity	Environ	Economy	Primary Mechanism	Completion or Benchmark Date	Next Steps
	D4	Reduce the minimum lot size and width in the industrial park to create more opportunity	2014-2015	Job Districts						ZO	ZO passed 2014	ZO review underway
	D7	Encourage use or redevelopment of unused parking lots	2014-2019	HHS & Job Districts						ZO	ZO passed 2014	ZO review underway
	D8	Create a 'front door' for EMU in the area created by the reconfiguration of Cross and Washtenaw	2014-2024	EMU						CIP	CIP adopted 2015	CIP update underway
General	G1	Establish "Aging in Place" programs	2014-2019	All neighborhoods						ZO, CIP	ZO passed 2014, CIP 2015	ZO review underway; CIP update underway

LOOKING FORWARD

At the end of 2015, these planning projects remain in progress.

- The new zoning ordinance is being monitored for bugs and overall efficiency. Staff is drafting an organizational overhaul; it will be presented to PC in February.
- The first annual Capital Improvements Plan update is coming up in March.
- Planning Commission will review an update to the Nonmotorized Plan, likely in March/April.

ACTION

The Planning Commission adopted this report at its regular February 2015 meeting and approved transmittal to City Council.

Resolution No. 2016-046
March 15, 2016

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: