1. Council Meeting Agenda

   Documents:

   DRAFT AGENDA 9-20-16.PDF

2. City Council Meeting Packet

   Documents:

   SEPTEMBER 20, 2016 CITY COUNCIL PACKET.PDF

CITY OF YPSILANTI
REGULAR COUNCIL MEETING
CITY COUNCIL CHAMBERS – ONE SOUTH HURON ST.
YPSILANTI, MI 48197
TUESDAY, SEPTEMBER 20, 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. INTRODUCTIONS –

VI. AGENDA APPROVAL –

VII. AUDIENCE PARTICIPATION –

VIII. REMARKS BY THE MAYOR –

IX. PRESENTATIONS –

- Huron River Watershed Coalition – Healthy Fisheries.

X. PUBLIC HEARING –

1. Approving the closure of the public alley, described as the north-south alley in the block bounded by Oak, Prospect, Maple, and River west from Prospect, be closed to through traffic via the installation of a physical barrier.

   A. Resolution No. 2016-207, determination
   B. Open public hearing
   C. Resolution No. 2016-208, close public hearing

XI. ORDINANCE - FIRST READING –

Ordinance No. 1276

1. Adopting an ordinance to prohibit coal tar sealants in the City of Ypsilanti, to be new City Code Section 94-3

   A. Resolution No. 2016-209, determination
   B. Open public hearing
   C. Resolution No. 2016-210, close public hearing

Ordinance No. 1277

2. Approving an Ordinance entitled "Towner Street Rezoning" the rezoning for the east 0.2 acres of property addressed as 400 N. River from CN-SF, Core Neighborhood Single Family, to C, Center.

   A. Resolution No. 2016-211, determination
   B. Open public hearing
   C. Resolution No. 2016-212, close public hearing

XII. ORDINANCE - SECOND READING –

Ordinance No. 1275

1. RESOLUTION NO. 2016-213, APPROVING AN ORDINANCE TO AMEND YPSILANTI CITY CODE CHAPTER 54 "HISTORICAL PRESERVATION", ARTICLE II "HISTORIC DISTRICTS", DIVISION 1 "GENERALLY", SECTION 54-43 REGARDING PENALTIES AND DIVISION 4 "CONSTRUCTION, ALTERATION OR MAINTENANCE", SECTION 54-85 "DEMOLOLITION BY NEGLECT" SO THAT VIOLATIONS OF SECTION 54-81 "PERMIT REQUIRED" AND SECTION 54-85 "DEMOLITION BY NEGLECT" ARE BLIGHT VIOLATIONS.

XIII. CONSENT AGENDA – Resolution No. 2016-214

1. Resolution No. 2016-214A, approving the School Resource Officer Contract.
2. Resolution No. 2016-215, approving the minutes of August 23, 2016 meeting.
3. Resolution No. 2016-216, approving delegate and alternate to the Municipal Employees' Retirement System (MERS) 70th Annual Meeting.
4. Resolution No. 2016-217, approving appointments to City Boards and Commissions.

XIV. RESOLUTIONS/MOTIONS/DISCUSSIONS –

1. Resolution No. 2016-200, approving Contract with Doan Construction, Inc. for Sidewalk Ramp Replacement Program. **(Tabled September 6, 2016)**
2. Resolution No. 2016-218, reaffirming support for the Non-motorized crossing of I-94 and Lane Reduction of Hamilton, Huron, and Washtenaw.

3. Resolution No. 2016-219, extending the completion and certificate of occupancy deadline until March 2018 for the complete renovation of 13 North Washington for the development of Back Office Studios.
4. Resolution No. 2016-220, approving the installation of solar paneling on the Fire Station Roof.

XV. 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
I. Friends of Rutherford Pool

XIII. COUNCIL PROPOSED BUSINESS –

XIV. COMMUNICATIONS FROM THE MAYOR –

Nominations

Zoning Board of Appeals

Franciso Garcia – **(Alternate)**
306 N. Adams #3
Exp: September 2019

XV. COMMUNICATIONS FROM THE CITY MANAGER –

XVI. COMMUNICATIONS –

- October 4th Council Meeting at E.M.U. – McKenny Hall Ballroom
- October 11th Special Meeting – Working Session on Roads (7:00 p.m.)
- November 15th Joint City Council and Ypsilanti Community Schools Board Meeting will be held at Ypsilanti International Elementary School (503 Oak St.)

XVII. AUDIENCE PARTICIPATION –

XVIII. REMARKS FROM THE MAYOR –

XIX. ADJOURNMENT -

Resolution No. 2016-221, adjourning the City Council meeting.

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XIX. ADJOURNMENT -

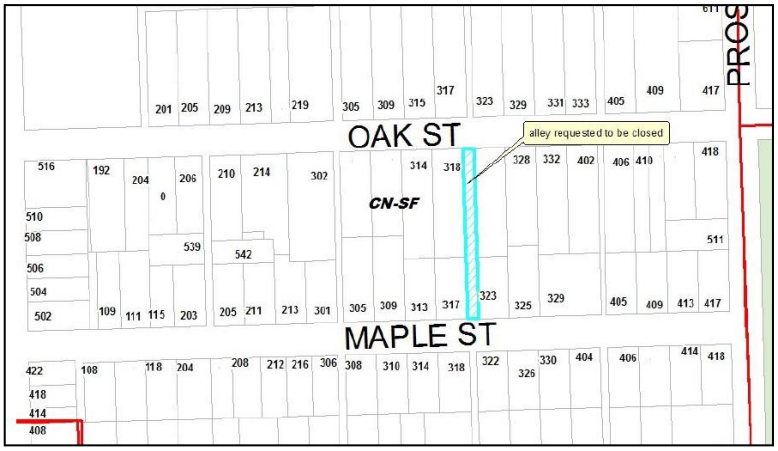
Resolution No. 2016-221, adjourning the City Council meeting.

REQUEST FOR LEGISLATION
13 September 2016

From: Bonnie Wessler, City Planner

Subject: Alley closure: Oak/Prospect/Maple/River, second north-south alley from Prospect.

SUMMARY & BACKGROUND:
Residents of the area surrounding the alley in question have submitted a petition to close the alley to through traffic via the placement of a barricade. The petition was made due to concerns about the relatively high volume of cut-through traffic negatively affecting quality of life in the area.



The Planning Commission reviewed the alley closure application under the standards set forth by §94-271 and recommends that it be closed, with no conditions, and a further recommendation that DPS coordinate with the residents the precise location of the barrier to ensure access is preserved. Minutes (excerpted) and the original staff report are attached.

RECOMMENDED ACTION: Approval of resolution of intent to close alley

ATTACHMENTS: Staff Report
Planning Commission Minutes (draft, excerpted)

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: 09-20-2016

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____

Resolution No. 2016 - 207
September 20, 2016

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

Whereas, residents of the area surrounding the public alley described as that north-south alley in the block bounded by Oak, Prospect, Maple, and River that is the second alley west from Prospect have made petition that said public alley be closed to through traffic; and

Whereas, Planning Commission has reviewed the request under §94-271 and made recommendation to Council to approve the request to close the alleyway; and

Whereas, the alley does not serve a primary role for traffic in the neighborhood and such closure is unlikely to alter existing traffic patterns; and

Whereas, the alley closure will not alter the traditional form of the block; and

Whereas, the alley closure will allow for local use while also improving safety for the neighboring properties;

Now therefore be it resolved that the public alley so described above be closed to through traffic via the installation of a physical barrier, with the final placement of said barrier to be determined by consultation between the Department of Public Services and the Petitioners.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

City of Ypsilanti

Community & Economic Development Department

August 5, 2016
Staff Review of Alley Closure Application
2nd Alley West of Prospect, between Maple & Oak Street

GENERAL INFORMATION

Applicant:	Michael Kozura 323 Maple St. Ypsilanti, MI 48198
Application Date:	June 6, 2016
Location:	2nd Alley west of Prospect, between Maple and Oak Street
Zoning:	CN-SF: Core Neighborhood Single Family
Action Requested:	Alley Closure
Staff Recommendation:	Approval

PROJECT AND SITE DESCRIPTION

The owners of the properties surrounding the second alley west of Prospect, between Maple and Oak Streets have requested that the alley be closed citing concern for small children that stay in the area and the wishes of the neighborhood. The properties surrounding the alley are mainly single family residential, with one multi-family unit.

If approved, this alley will be closed to vehicle traffic travelling through the alley by a barrier placed in the center of the alleyway, with rights of access reserved by the City to maintain, repair, and construct any necessary utilities. Pedestrian and bicycle traffic will still be able to traverse the alleyway. The property owners adjacent to the alley will still be able to utilize the alley for access to parking, ingress and egress.

Figure 1: Alley Location

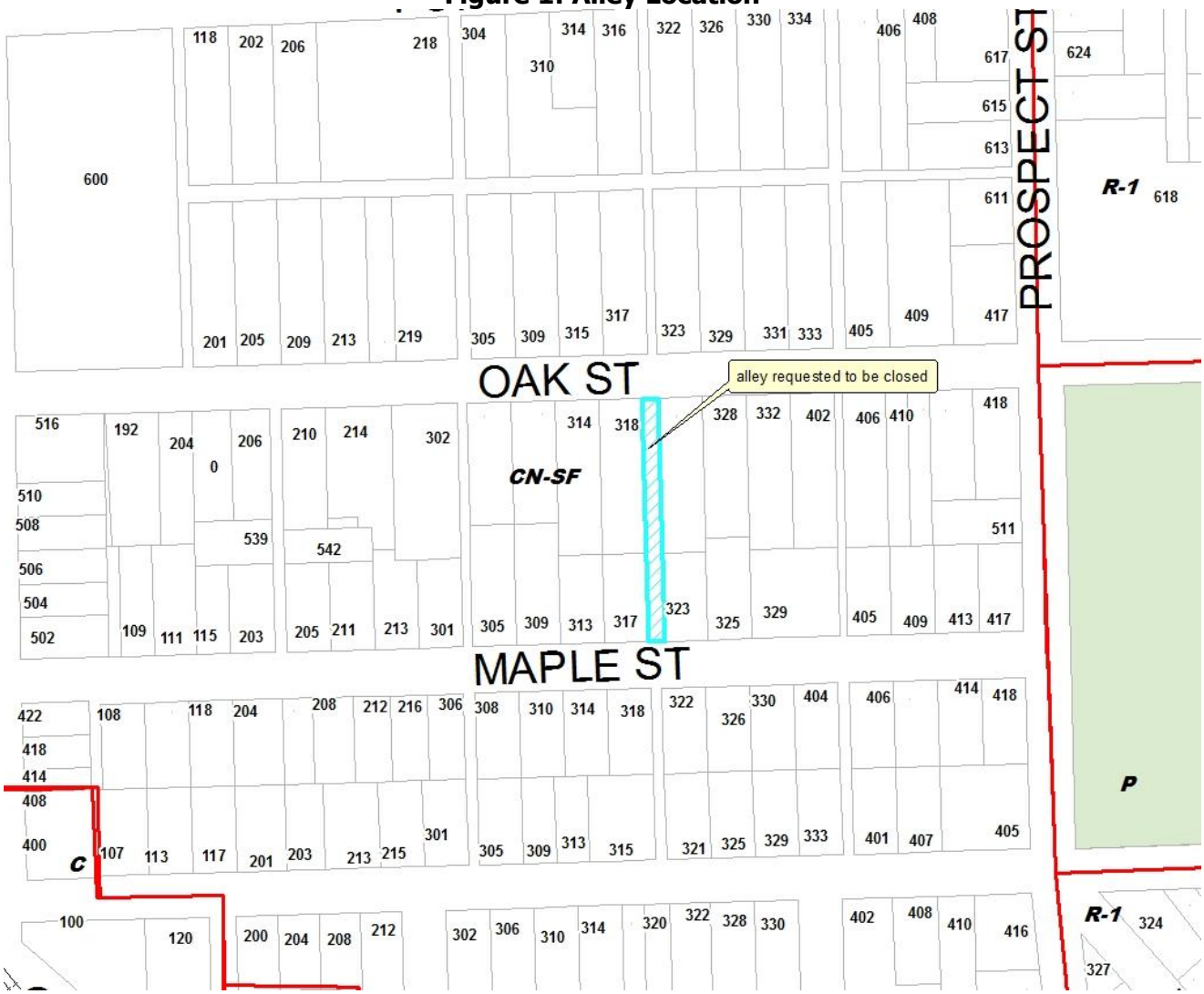
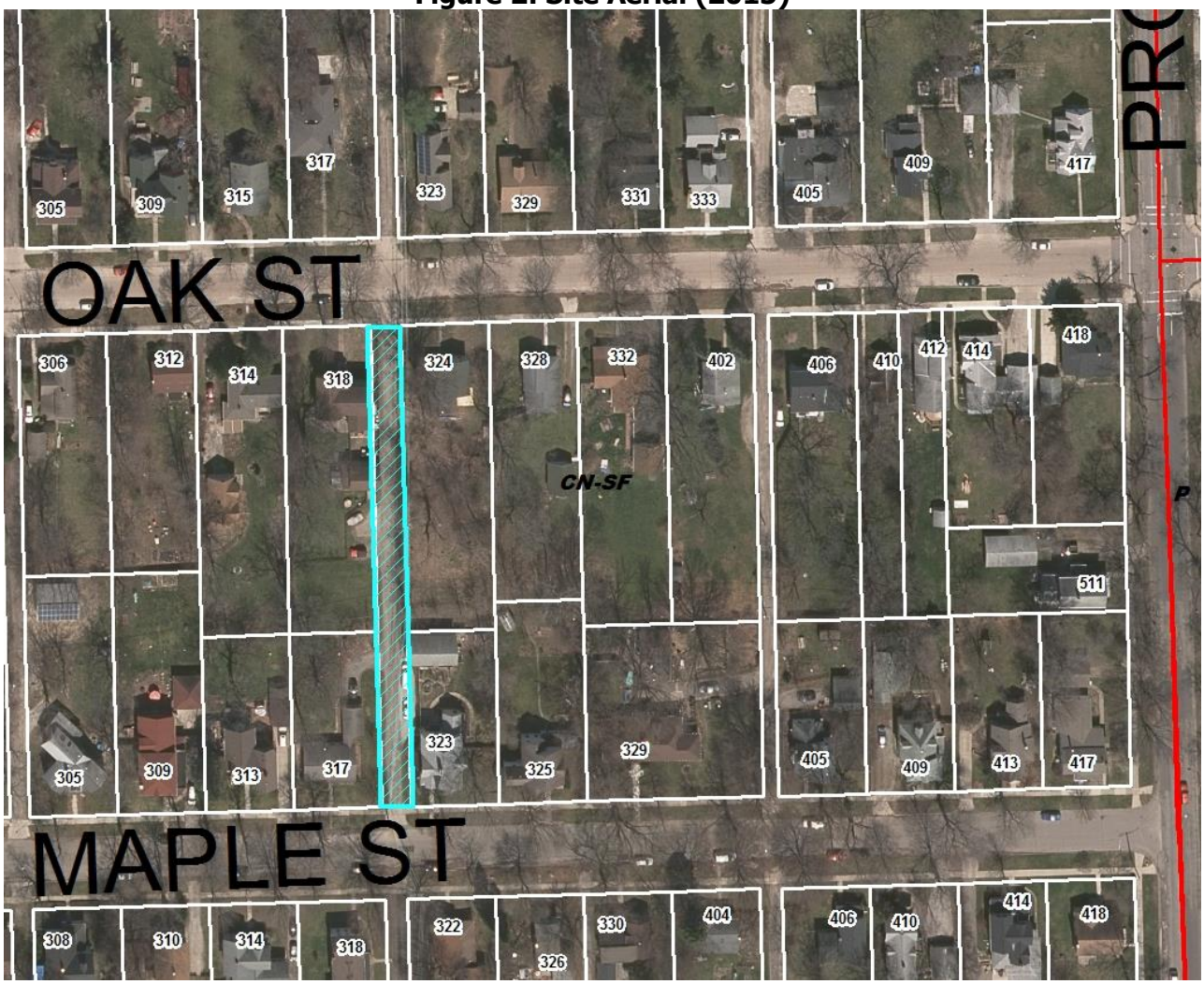


Figure 2: Site Aerial (2015)



ALLEY CLOSURE STANDARDS §94-271

The process to close an alley, as prescribed by City Code, follows these simplified steps:

(1) A motion of City Council, or a petition by the majority of owners abutting the alleyway, initiates the process.
(2) Planning Commission holds a public hearing.
(3) Planning Commission makes a recommendation to City Council.
(4) City Council schedules a public hearing not less than four weeks thereafter to hear any objections.
(5) City Council considers the request in open session and decides to close the alley, with or without conditions, or take no action.
(6) If the decision is made to close the alley, City Council will pass an resolution to that effect.

The ordinance further provides standards to be considered in any closure of a public right-of-way. These five, and staff comments, are as follows:

(1) Whether the alley services a residential, single-family, multi-family or business area.

The alley serves a primarily residential area where most of the residences are single-family.

(2) Whether the closing will create an undue burden on traffic.

No undue burden to traffic is expected since this alley is between two residential streets and Prospect and River can still be utilized to traverse between Oak and Maple.

(3) Whether the closing is necessary to prevent traffic from traveling through the neighborhood to destinations outside the neighborhood or other safety factors such as speed of traffic, frequency of use, the size and condition of the alley.

Residents of the neighborhood may utilize the alley to traverse between Maple and Oak however with the northern part of the alley between Forest Ave and Oak St and the southern portion between Maple and E. Cross St. closed it is unlikely that this alley is used to access destinations outside the neighborhood. The speed of traffic is a concern for children playing the area. The closure of the alley should have minimal impacts upon neighborhood traffic patterns or speeds.

(4) The wishes and desires of the majority of the neighborhood.

The owner at 323 Maple initiated the petition to close the alley. All four of the property owners abutting the alleyway (318 Oak, 324 Oak, 317 Maple and 323 Maple) have signed off on the petition to close the alley. Nine other residents of the neighborhood have also signed off on the petition.

Any objections to this alley vacation can be heard at either the Planning Commission hearing or the City Council hearing. Noticing for the Planning Commission hearing was sent to all neighbors within 300 feet of the alley location, as well as city departments and utility companies. Upon receipt of the recommendation of the Planning Commission, City Council will schedule a public hearing not less than four weeks thereafter to hear any objections. Publication and notice of this public hearing must be given as provided in Section 11.13 of the Charter. Notice of the public hearing must also be given to all city departments and to all utilities servicing the City. After the public hearing, City Council may adopt the recommendation of the planning commission, adopt the recommendation with modifications, or arrive at a different decision from the decision of the planning commission.

(5) The present and future interests of the city considering planning for the entire city.

This area is mainly single-family residential with small businesses, a school and a church in the area. The future land use is central neighborhood, which would support and preserve the current mix and future uses similar to the current. This closure will still maintain the traditional form of the block.

Items to be addressed: Public input regarding the alley closure.

OTHER DEPARTMENT AND AGENCY INVOLVEMENT

DEPARTMENT OF PUBLIC SERVICES

DPS has reviewed the application and does not have any objections. Utility easements, if necessary, will be retained.

FIRE DEPARTMENT

The Fire Department has reviewed the application and has no objection.

UTILITY ACCESS

Per § 94-276; the city is to retain all right-of-way in an alley notwithstanding the fact the alley is closed to vehicle traffic.

MASTER PLAN CONSIDERATIONS

The 2013 Shape Ypsilanti Master Plan does not address this alley specifically or other alleyways generally. The alley will still be open to local traffic thus maintaining the traditional form of the neighborhood.

Items to be Addressed: None

STAFF RECOMMENDATIONS

Staff recommends that the Planning Commission recommend approval of the closure of the second alley west of Prospect, between Maple and Oak Streets to City Council with the following findings:

1. The alley closure does not serve a primary role for traffic in the neighborhood and should not alter existing traffic patterns.
2. The alley closure will not change the traditional form of the block.
3. This closure will still allow for local usage while improving safety for the neighboring properties.

Under the City Code, the proposed vacation would require final approval by City Council.

Cynthia Kochanek
Associate Planner, Community & Economic Development Division

CC File
Applicant

2. Alley Closure – 2nd Alley West of Prospect between Maple and Oak

C. Kochanek, Planner, stated that this is a request for an alley closure of 2nd Alley west of Prospect, between Maple and Oak Street. The owners of the properties surrounding the second alley citing concern for small children that stays in the area and wishes of the neighborhood. The properties surrounding the alley are mainly single family residential, with one multi-family unit.

If approved, this alley will be closed to vehicle traffic travelling through the alley by a barrier placed in the center of the alleyway, with rights of access reserved by the City to maintain, repair, and construct any necessary utilities. Pedestrian and bicycle traffic will still be able to traverse the alleyway. The property owners adjacent to the alley will still be able to utilize the alley for access to parking, ingress and egress.

Ms. Kochanek reviewed the standards on alley closures also indicating that the Department of Public Services and Fire Department had both reviewed the application and had no objections. The Master Plan does not address this alley specifically or other alleyways generally. The alley will still be open to local traffic thus maintaining the traditional form of the neighborhood and would incur no undue burden to traffic. Staff is recommending approval to City Council of the second alley west of Prospect, between Maple and Oak Streets with findings. Under the City Code, the proposed vacation would require final approval by City Council.

Commissioner Hollifield moved to open the public portion of the hearing (Support: M. Dunwoodie) and the motion carried unanimously.

Michael Kozura, owner of 323 Maple Street – stated that he is the applicant requesting this closure. His only concern is if the barrier is moved to where the actual property line is, he would not have easement access. Ms. Wessler stated that she can have Department of Public Services go out there to review it at a pre-installation meeting.

Wylie Massengill , 318 Oak Street – he is happy with this request for closure and supports it.

Becky Alliston, rents the property at 320 Oak Street – has been at the location for six years. It is her opinion that it is dangerous because of speeding traffic. She supports this request.

Commissioner Hollifield moved to close the public portion of the hearing (Support: M. Dunwoodie) and the motion carried unanimously.

Since none of the commissioners had questions and were in support of this request, Commissioner Bedogne moved that the Planning Commission recommend approval to City Council of the closure of the second alley west of Prospect, between Maple and Oak Streets with the following findings:

a. The alley closure does not serve a primary role for traffic in the neighborhood and should not alter existing traffic patterns.
b. The alley closure will not change the traditional form of the block.

c. This closure will still allow for local usage while improving safety for the neighboring properties.
d. Staff and residents to coordinate meeting to determine location of barrier.

The motion was supported by Commissioner Hollifield. A roll call vote was taken and carried unanimously, 5:0.

3. Rezoning of 107 E. Cross/400 N. River

B. Wessler, City Planner, stated that staff is requesting that the land formerly known as 107 E. Cross, now combined with the Thompson Block at 400 N. River, be rezoned from CN-SF to Center because this 0.2 acre area was overlooked during the Master Plan Update in 2013 and subsequent zoning update in 2014, as it was part of an active Planned Unit Development (PUD) project that was presumed to be progressing. That PUD has been inactive for some time and will soon expire.

Ms. Wessler continued by stating that after a review of the project, it revealed that although a new owner could re-use the Thompson Block in its existing envelope, they would be unable to use the vacation portion of the parcel for the uses customarily accessory to a commercial use, as the zoning code states that if a lot is zoned multiple districts, each portion must be treated as though it belongs to that district as noted in Sec 122-234(4). Therefore, a new developer would be unable to use the vacation portion for parking, outdoor seating, loading/unloading, dumpsters, etc. Under another PUD with the current code, we would face similar obstacles; PUDs are not permitted in CN-SF under Sec 122-572. To enable the vacant area of this lot to be able to serve the occupied area of this lot, it must be rezoned.

Ms. Wessler reviewed the Central Neighborhood designation from the Master Plan as well as the land use map as well as the existing surrounding land use and zoning. She also reviewed the rezoning considerations and found no issues. Staff is recommending that the Planning Commission recommend approval to City Council of the rezoning for the west 0.2 acres of 400 N. River, formerly known as 107 E. Cross, with findings.

Commissioner Zuellig moved to open the public portion of the hearing (Support: P. Hollifield) and carried unanimously.

Since there was no public comment, Commissioner Dunwoodie moved to close the public portion of the hearing (Support: P. Hollifield) and the motion carried unanimously.

Commissioner Bedogne moved that the Planning Commission recommend approval to City council of the rezoning for the west .2 acres of 400 N. River, formerly known as 107 E. Cross, with the following findings:

a. The rezoning is consistent with three of the guiding values of the Master Plan: “Anyone can easily walk, bike, drive, or take transit from anywhere in Ypsilanti and to anywhere else in Ypsilanti and beyond;”
“Ypsilanti is a great place to do business, especially the green and creative kind;” and
“Everyone in the region knows Ypsilanti has great things to do in great places that are in great shape!”

Resolution No. 2016 - 208
September 20, 2016

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

That the Public Hearing for the closure of public alley described as that north-south alley in the block bounded by Oak, Prospect, Maple, and River that is the second alley west from Prospect Be **Officially Closed**.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

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

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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: August 30, 2016

FROM: John M. Barr, Ypsilanti City Attorney

SUBJECT: Ordinance to prohibit coal tar sealants

SUMMARY/BACKGROUND

The Washtenaw Council Watershed Council recently presented to City Council on the harmful effects of coal tar sealants on the Huron River watershed. The city of Ann Arbor recently passed an ordinance to ban coal tar sealants in the city. Councilmember Ann Brown and others have requested that we prepare an ordinance for consideration by City Council to ban coal tar sealants in the City of Ypsilanti. The proposed ordinance is attached.

ATTACHMENTS: Proposed Ordinance

RECOMMENDED ACTION: Adoption of the ordinance

DATE RECEIVED:_____ AGENDA ITEM NO.
~~~~~~~

CITY MANAGER COMMENTS:

FOR AGENDA OF:_____ FINANCE DIR. APPROVAL

COUNCIL ACTION TAKEN:

Resolution No. 2016-209
September 20, 2016

RESOLUTION TO ADOPT AN ORDINANCE TO PROHIBIT COAL TAR SEALANTS IN THE CITY OF YPSILANTI, TO BE NEW CITY CODE SECTION 94-3

IT IS RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI that: a certain ordinance entitled "Pavement Sealant Ordinance" be adopted on first reading.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

Ordinance No. 2016-1276

PAVEMENT SEALANT ORDINANCE

AN ORDINANCE TO ADD A NEW SECTION 94-3 TO CHAPTER 94 THE YPSILANTI CITY CODE, STREETS, SIDEWALKS AND OTHER PUBLIC PLACES, TO PROHIBIT COAL TAR SEALANTS IN THE CITY OF YPSILANTI

PAVEMENT SEALANT ORDINANCE

An Ordinance to prohibit Coal Tar Pavement Sealants

94-3. PAVEMENT SEALANT Intent and Purpose to prohibit coal tar sealants.

The Ypsilanti City Council finds that the use of pavement sealants containing coal tar poses an environmental and health risk as determined by the Washtenaw County Watershed Council.

The purpose of this ordinance is to prohibit the use and sale of pavement sealant products containing more than 0.1% Polycyclic Aromatic Hydrocarbons (PAHs) by weight, including coal tar-based sealer in the City of Ypsilanti in order to protect, restore and preserve the quality of the Huron River and other waters within the city and to protect the health of City of Ypsilanti residents.

(a) Definitions.

Coal Tar. A byproduct of making coke from coal.

Coal Tar Sealant Product. A surface applied pavement sealing product containing coal tar or any derivative or more than 0.1% Polycyclic Aromatic Hydrocarbons (PAHs) by weight.

High PAH Content Sealant Product. A surface applied product containing steam cracked petroleum residues, steam-cracked asphalt, pyrolysis fuel oil, heavy fuel oil, ethylene tar, or any variation of those substances including those substances assigned the chemical abstracts service number 64742-90-1m 69013-21-4 or related substances containing more than 0.1%PAHs, by weight.

(b) Prohibitions.

No person shall apply any Coal Tar Sealant Product, or any High PAH Content Sealant Product to any street, sidewalk, driveway, pavement or other surface within the City of Ypsilanti.

No person shall sell, furnish or provide any Coal Tar Sealant Product or High PAH Content Sealant Product in the City of Ypsilanti.

No person shall contract for or allow another to apply any Coal Tar Sealant Product or High PAH Content Sealant Product in the City of Ypsilanti.

(c) Limitations.
This ordinance does not apply to Asphalt Based Sealant Products that typically contain less than 0.1% PAHs by weight.

(d) Penalty.
Violation of this ordinance is a civil infraction.

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

3. Publication and Effective Date. The City Clerk shall cause this Ordinance, or a summary of this Ordinance, to be published by printing the same in the Washtenaw Legal News. 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.

_____
ANDREW HELLENGA, INTERIM City Clerk

Attest

I do hereby confirm that the above Ordinance No. ___ was published in the Washtenaw Legal News on the ___ day of _____, 2016.

_____
ANDREW HELLENGA, INTERIM 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.

_____
ANDREW HELLENGA, INTERIM City Clerk

Notice Published: _____

First Reading: _____

Second Reading: _____

Published: _____

Effective Date: _____

Resolution No. 2016-210
September 20, 2016

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

That a Public Hearing for an ordinance entitled "Pavement Sealant Ordinance" be **Officially Closed**.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

REQUEST FOR LEGISLATION
(September 13, 2016)

From: Bonnie Wessler, City Planner

Subject: 400 N River/107 E Cross Rezoning from CN-SF to C

SUMMARY & BACKGROUND

The Thompson Block project area, consisting of 107 E Cross and 400 N River, was rezoned to Planned Unit Development(PUD) and combined during the 2013 Master Plan update and 2014 Zoning Ordinance update; as such, the underlying zoning classifications were overlooked during the zoning update. As the project has stalled, staff reviewed the site for obstacles to future development. That review revealed that although a new owner could re-use the Thompson Block in its existing envelope, they would be unable to use the vacant portion of the parcel for the uses customarily accessory to a commercial use, as the zoning code states that if a lot is zoned multiple districts, each portion must be treated as though it belongs to that district (§122-234(4)). Thus, a new developer would be unable to use the vacant portion for parking, outdoor seating, loading/unloading, dumpsters, etc. Under another PUD with the current code, we would face similar obstacles; PUDs are not permitted in CN-SF under §122-572. To enable the vacant area of this lot to be able to serve the occupied area of this lot, it must be rezoned.

RECOMMENDATION

Planning Commission recommended ***approval*** of the rezoning for the east 0.2 acre portion of 400 N River at its regular January meeting with the following findings:

1. The rezoning is consistent with three of the guiding values of the Master Plan:
   "Anyone can easily walk, bike, drive, or take transit from anywhere in Ypsilanti and to anywhere else in Ypsilanti and beyond;"
   "Ypsilanti is a great place to do business, especially the green and creative kind;" and
   "Everyone in the region knows Ypsilanti has great things to do in great places that are in great shape!"
2. The rezoning enables the remainder of the parcel to be used per its zoning classification.
3. All of the potential uses and building types allowed in the proposed zoning district compatible with surrounding uses, buildings, and zoning
4. City infrastructure and services can accommodate the uses permitted in the requested district without compromising the health, safety, sustainability and welfare of the City
5. The rezoning will aid the redevelopment of a significant vacant property in Depot Town, both directly adding to the City's tax base in the long-term, and helping to raise property values overall in the Depot Town/Historic Eastside neighborhood overall.
6. The rezoning is consistent with development trends in the Depot Town area.
7. This area's initial zoning classification of CN-SF was an oversight.
8. Rezoning this area to Center is the most appropriate zoning amendment for this situation.

RECOMMENDED ACTION: Approval

ATTACHMENTS: Ordinance
Staff Report

DRAFT Minutes

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: 09/20/2016

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____

Resolution No. 2016 - 211
September 20, 2016

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

THAT an Ordinance to rezone the eastern 0.2 acres of 400 N River from Core Neighborhood Single Family to Center be approved on First Reading.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

Ordinance No. 1277

An Ordinance Entitled "THOMPSON BLOCK EAST PORTION REZONING"

THE CITY OF YPSILANTI ORDAINS:

That the eastern 0.2 acres of the property addressed as 400 N River and with the tax code ID#11-11-04-495-024

BE REZONED FROM CN-SF, CORE NEIGHBORHOOD SINGLE FAMILY, TO C, CENTER;

MADE, PASSED, AND ADOPTED BY THE YPSILANTI CITY COUNCIL THIS_____ DAY OF _____, 2016

_____
Andrew Hellenga, Interim City Clerk

Attest

I do hereby confirm that the above Ordinance No. _____was published in the Washtenaw Legal News on the _____ day of _____, 2016.

_____
Andrew Hellenga, Interim 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.

_____
Andrew Hellenga, Interim City Clerk

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

City of Ypsilanti
Community & Economic Development Department

11 August 2016

Staff Review of Rezoning Application
East 0.2ac of 400 N River
107 E Cross/400 N River

GENERAL INFORMATION

Applicant:	City of Ypsilanti 1 S. Huron Ypsilanti, MI 48197
Project:	Rear of the Thompson Block Parcel
Application Date:	July 20, 2016
Location:	Northeast corner of the intersection of the N. River and E. Cross, rear of the Thompson Block property, formerly 107 E. Cross
Zoning:	Current: CN-SF, Core neighborhood single-family
Master Plan:	Central Neighborhood
Action Requested:	Rezone to C, Center
Staff Recommendation:	Approval

PROJECT AND SITE DESCRIPTION

Staff is requesting that the land formerly known as 107 E Cross, now combined with the Thompson Block at 400 N River, be rezoned from CN-SF to Center. This 0.2 acre area was overlooked during the Master Plan update (2013) and subsequent zoning update (2014), as it was part of an active Planned Unit Development (PUD) project that was presumed to be progressing. That PUD has been inactive for some time and will expire soon.

A review of the project revealed that although a new owner could re-use the Thompson Block in its existing envelope, they would be unable to use the vacant portion of the parcel for the uses customarily accessory to a commercial use, as the zoning code states that if a lot is zoned multiple districts, each portion must be treated as though it belongs to that district (§122-234(4)). Thus, a new developer would be unable to use the vacant portion for parking, outdoor seating, loading/unloading, dumpsters, etc. Under another PUD with the current code, we would face similar obstacles; PUDs are not permitted in CN-SF under §122-572. To enable the vacant area of this lot to be able to serve the occupied area of this lot, it must be rezoned.

Figure 1: Subject Site Location & Zoning

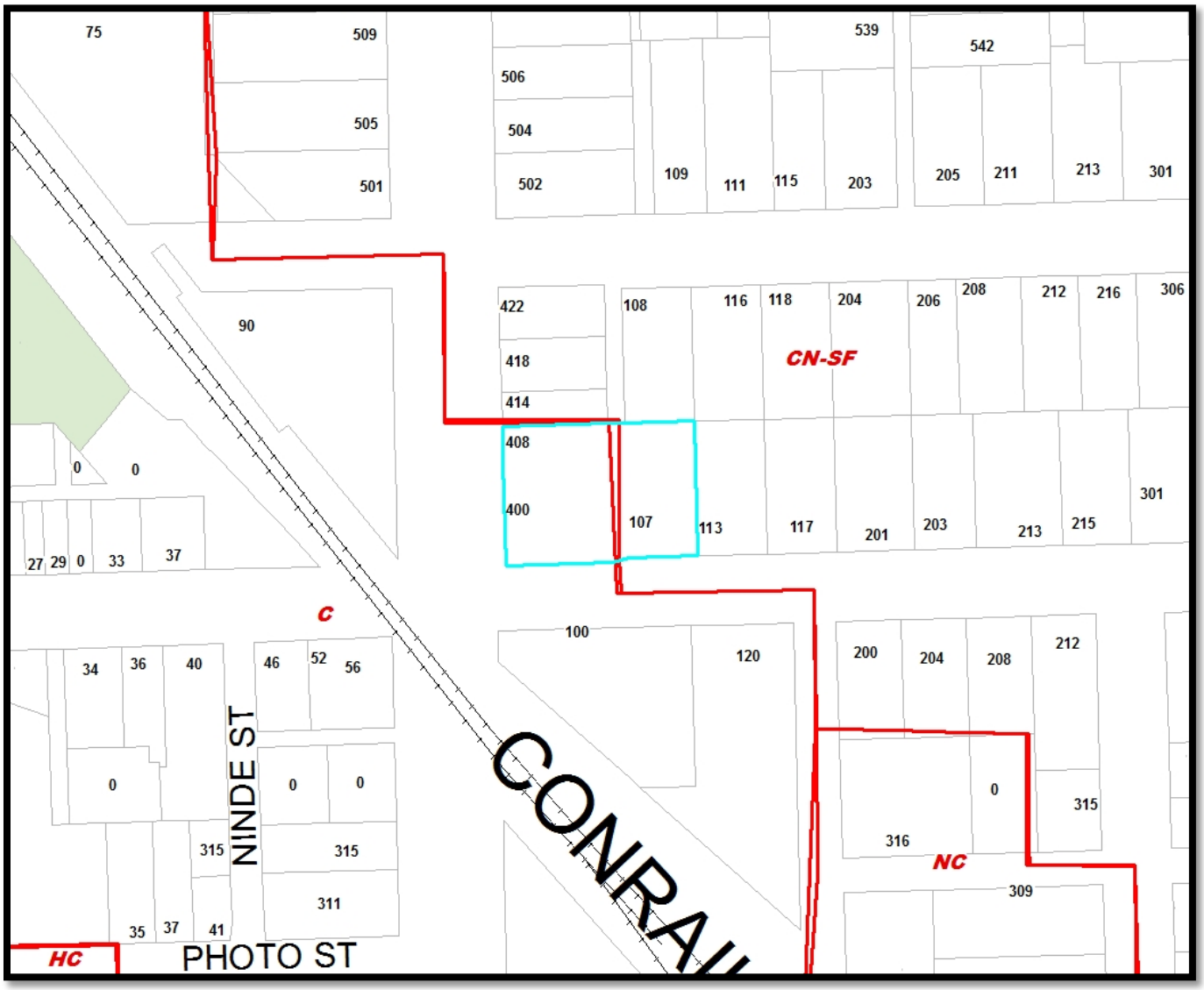
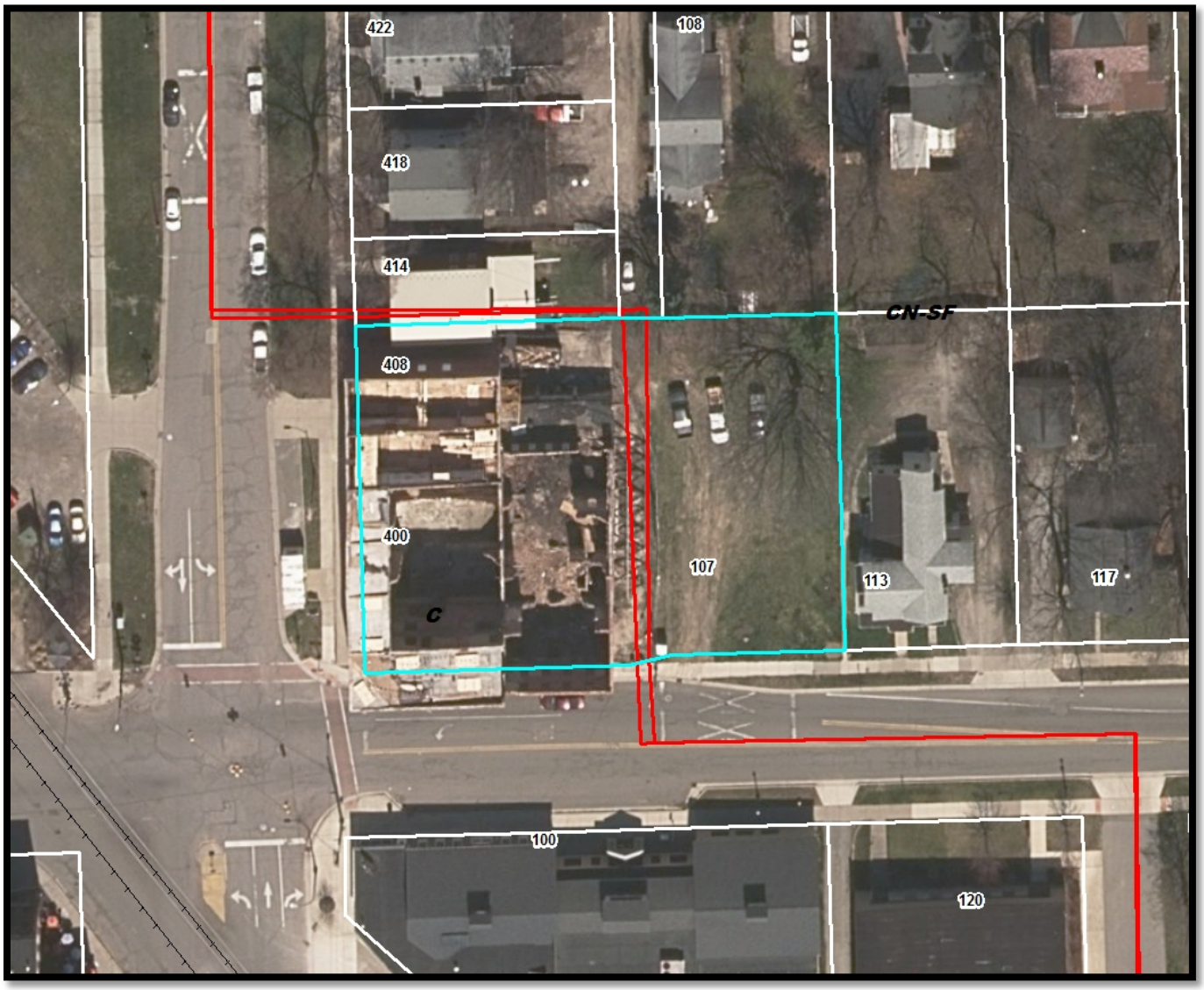


Figure 2: Site Aerial (2015)



MASTER PLAN

The subject property is within the Central Neighborhood designation. From the Master Plan:

> *Central Neighborhoods* are among the oldest in Ypsilanti. Initially oriented on the Huron River, they are built on a grid street network connected to the adjacent business districts. They border downtown, Depot Town and EMU. These neighborhoods have a range of residential building types, with churches, schools, stores and gas stations intermixed. Around the railroad, industrial uses are mixed into the neighborhood.
>
> Under this plan, the mix of uses will follow the pattern of current zoning. However, the building's form would be regulated, including those outside of the historic district, to maintain the character of the area. Regulations for two-family and multiple-family options would be collapsed into clear rules based on the number of housing units- with categories for duplexes, group living arrangements, 2-4 units and 5 or more units. When developing the form-based code zoning, the building types, uses and setbacks will be calibrated to preserve the character of these neighborhoods.

The future land use map, below, shows the parcel as Central Neighborhood, the equivalent of Core Neighborhood. It is adjacent to the Center future land use, described as such:

> *Centers* are the heart beats of the City – downtown, Depot Town and Cross Street adjacent to the EMU campus. Each area has buildings built up to the sidewalk and a variety of uses - retail, restaurants, services, office, civic, and residential. They are places where people walk, gather, shop, exchange and meet.
>
> The plan proposes to build on the strengths and improve the weaknesses of these areas to make them great places. Hamilton, Huron, Cross Street and Washtenaw Avenue are proposed to become two-way streets, putting pedestrians and cyclists on even footing with automobiles. Future ordinances will preserve the architecture of these areas, while requiring natural surveillance to improve safety. Policies will also enable the continued re-use and redevelopment of buildings, increasing their sustainability. Specific plans for each area are shown in Chapter 6, including design plans for Depot Town to prepare for the planned commuter rail station. A redevelopment concept plan and design standards for the Water Street area are in Chapter 10.

Figure 3: Future Land Use Designations

EXISTING LAND USE AND ZONING

Only the east portion of the parcel is under consideration for rezoning; it is currently vacant and zoned as CN-SF, Core Neighborhood Single-Family. The west portion of the parcel is zoned C, Center. Both are within the Historic District.

Figure 4: Surrounding Land Use and Zoning

	LAND USE	ZONING
NORTH	Multi-family	CN-SF, Core Neighborhood Single-Family
EAST	Multi-family	CN-SF, Core Neighborhood Single-Family
SOUTH	Museum Commercial printer	C, Center C, Center
WEST	Depot (vacant) Restaurant	C, Center C, Center

REZONING IMPLICATIONS

INTENT

The stated purpose of Core Neighborhood Single-Family zoning is to provide "residential uses that are restricted to single-family and limited neighborhood businesses."

Center is intended to provide for "places where people shop, go to school, live, come to work, visit, drop by City Hall, eat, gather and have fun. They host events that bring thousands of visitors each year and bring the City together as a community. The intent of the zoning district is to preserve the urban form, walkable nature and vibrant mix of uses in these areas."

Figure 5: Permitted uses in existing and proposed zonings.
(Uses not currently permitted are in bold type)

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

USES	CN-SF	C
RESIDENTIAL		
Single-Family Detached Dwelling	P	
Accessory Dwelling Unit		
Two-family dwelling units		
Multiple Family Dwellings, maximum of 4 units per building		P
Multiple Family Dwellings, more than 4 units per building		P
Apartments located above ground floor of permitted nonresidential uses		P
Home Occupation	A	A
Family Child Care Home	A	
Adult foster care family homes	A	
Group Child Care Home	S	
RECREATION, EDUCATION & PUBLIC ASSEMBLY USES		
Museums & libraries		P

USES	CN-SF	C
Park	P	P
Primary & Secondary Schools (public & private)	S	
Post-secondary educational institutions (public & private)	S	P
Religious institution	S	
Municipal, county, regional, & state service uses	S	P
Public Art	A	A
Indoor recreation		P
Performance venues/theaters		P
SERVICES		
Bed & Breakfast or Inn	S	
Medical or Dental Offices		P
Business and professional offices and services		P
Financial services, including banks		P
Personal service establishments		P
Body Art Facilities		P
Printing services, including but not limited to: publishing, engraving, photo development, lithographing, silk screening and three-dimensional printing		S
Hotels & motels		P
Child Care Centers		P
Laundromats and dry cleaners		P
Medical or dental clinics		P
Medical Marijuana Dispensary		P
Catering services		A
Self-storage		S
COMMERCIAL		
Arts & crafts studios		P
Food stores, excluding sale of alcohol, less than 15,000 square feet	S	P
Farmers' Market	A	P
Retail stores		P
Resale stores		P
Food stores less than 15,000 square feet, with sale of alcohol		S
Food stores greater than 15,000 square feet with sale of alcohol		P
Auction houses		P
RESTAURANTS		
Carry-out and/or delivery restaurant		P
Café or coffee shop		P
Sit-down		P
Bar/Lounge		P
Tasting room and/or restaurant		A

USES	CN-SF	C
Outdoor cafes		A
Fast Food		P
AUTO-ORIENTED		
Automobile Filling Station - no repair	S	
Parking lot (as principal use)		S
Parking Garage		S
Automobile Share Parking		A
INFRASTRUCTURE		
Essential Services	P	P
Communication Devices	A	A
Alternative Energy	A	A
Stormwater Control	A	A
Public & Private Transportation Passenger Terminals		S
GARDENS/COMMUNITY GARDENS		
Community gardens	P	
Passive solar structure (hoophouse, greenhouse, etc.)	A	
Toolhouses, sheds and other similar buildings for the storage of domestic supplies	A	
PRODUCTION, MANUFACTURING & DISTRIBUTION		
Microbrewer/ small distiller /small wine maker		P
TEMPORARY USES		
Temporary permitted use in vacant storefront		P
Food concession sales		P
TEMPORARY USES		
Operation between 2 a.m. and 6 a.m. during any 24-hour period		P
Sale of alcoholic beverages for consumption off the premises		S

Figure 6: Area, height and placement standards

P= permitted, L = allowed in special locations shown on the Zoning Map, -- = not permitted

BUILDING TYPE		CN-SF	C
MA	Mansion	L	--
ES	Estate	P	--
HS	House	P	--
CO	Cottage	P	--
TH	Townhouse	--	L
AH	Apartment House	--	P
CA	Courtyard Apartment	--	L
AB	Apartment Building	--	L
CS	Commercial/Mixed-Use Small	--	P
CM	Commercial/Mixed Use Medium	--	P
CL	Commercial/Mixed Use Large	--	P
SC	Single Story Commercial Building	L	--
LS	Large Single Story Commercial Building	--	--
MB	Multiple Story	--	P
IT	Institutional	P	P

Each Building Type has the same dimensional regulations in each district.

REZONING CONSIDERATIONS §122-63(b)

1) *Is the rezoning consistent with the policies, guiding values and Future Land Use Map in the Master Plan, including any subarea or corridor studies?*
Yes and No. The Master Plan recommends in the Future Land Use Map that the future use of this parcel be Central Neighborhood, which later gave rise to the Core Neighborhood districts. The portion of the parcel under consideration is zoned Core Neighborhood Single-Family, which is the most restrictive of the three core neighborhood designations; this zoning district was developed after the master planning process was complete, in response to neighborhood concerns regarding rentals. Thus, there is no "buffer" or density gradient between the Center District and the adjoining CN-SF district.

The future land use map was based largely on existing uses (as determined by assessor data), existing zoning (per the 2013 zoning map), and charrette/public input. As this particular lot was going through the Planned Unit Development process at the time, it was largely overlooked, as the PUD would effectively override any issues or incompatibilities. The approved PUD included use of this area as a parking lot, containing a small number of parking spaces, but also loading/unloading areas, a dumpster enclosure, stormwater control features, and landscaping screening, all accessory to the Thompson Block's future commercial use.

The Guiding Values (p6) of the Master Plan states that:

- "Anyone can easily walk, bike, drive, or take transit from anywhere in Ypsilanti and to anywhere else in Ypsilanti and beyond." This rezoning would aid in bringing commercial and retail services to the walkable urban core of Ypsilanti.
- "Ypsilanti is a great place to do business, especially the green and creative kind." By allowing the zoning of this lot to remain split, we are strongly discouraging redevelopment of the Thompson Block- or, at the very least, consigning any business activity in that building to a logistically challenging future. Rezoning would support this goal.
- "Everyone in the region knows Ypsilanti has great things to do in great places that are in great shape!" This goal specifically references the recognizable historic architecture of Ypsilanti. This site, although certainly recognizable and historic, is not in great shape. By rezoning this area we are removing a significant impediment to redevelopment and restoration.

2) *Does the rezoning sustain the site's physical, geological, hydrological and other environmental features with the potential uses allowed in the proposed zoning district?*
Yes. The area in question held a multifamily residence until 2012, when it was demolished, after having been vacant since approximately 2002. There are no significant natural features to be preserved.

3) *Can the property that is proposed to be re-zoned accommodate the requirements of the proposed zoning district?*
Yes, in that it allows productive use of the building at 400 N River. The portion that will be rezoned is only 0.2 acres, and would not be able to accommodate any new building type allowed in the Center district and still have room for parking, were it to stand alone. Parking, as an aside, is usually required by lending institutions, and they usually require above and beyond the number of parking spaces we require in our Walkable Urban Districts. As this parcel is part of a larger parcel, its rezoning would permit productive re-use of the Thompson Block building.

4) *Are all of the potential uses and building types allowed in the proposed zoning district compatible with surrounding uses, buildings, and zoning in terms of land suitability, impacts on the environment, impacts on the transportation network, density, nature of use, aesthetics, infrastructure and potential influence on property values?*
Yes. Although the "sharp" boundary between the Center district and CN-SF is unusual compared to West Cross, Downtown, or Water Street in that it lacks a "density gradient" or buffer consisting of CN or CN-Mid zoning, it is such as a result of feedback received during the rezoning process. The rezoning of this area to match the majority of the parcel will only aid in the redevelopment of that site.

5) *Is the capacity of City infrastructure and services sufficient to accommodate the uses permitted in the requested district without compromising the health, safety, sustainability and welfare of the City?*
Yes.

6) *Will the rezoning be detrimental to the financial stability and economic welfare of the City?*
No. It will aid the redevelopment of a significant vacant property in Depot Town, both directly adding to the City's tax base in the long-term, and helping to raise property values overall in the Depot Town/Historic Eastside neighborhood overall.

7) *Would the rezoning negatively impact the condition of any nearby parcels considering existing vacancy rates, current per-square-foot lease or sale rates, and other impacts?*
No. The rezoning helps to enable the redevelopment of the Thompson Block parcel as a whole. Either redevelopment or demolition/infill will have a positive impact upon property values, lease rates, and vacancy rates in the immediate area.

8) *Is the rezoning consistent with the trend of development in the neighborhood or surrounding area?*
Yes. The trend for development in the neighborhood is towards mixed use and adding parking for the structure would help support its use as such.

9) *Was the property in question improperly zoned or classified when this Chapter was adopted or amended?*
Yes. As the parcel was part of an active PUD at the time of the 2014 rezoning, and the lot combination was not yet completed on all systems, it was not felt necessary to zone it Center. However, with the likely expiration of the PUD, it is apparent that decision was made in error.

10) *Where a rezoning is reasonable given the above criteria, is the map amendment or rezoning to the proposed zoning district more appropriate than another district or than amending the list of permitted or special land uses within a district?*
No. The majority of the parcel of which this area is a portion of is zoned Center. There is Center zoning to the west and to the south, as well as north-west. CN-SF remains to the east and north. Another Core Neighborhood zoning classification, such as CN, would be feasible. However, such a classification would essentially dictate that any redevelopment of the Thompson Block must proceed as PUD; this is neither considered a best practice under Redevelopment Ready communities, nor is it in keeping with the spirit of the zoning update and walkable urban districts, which aimed to make development and redevelopment of our historic downtown and depot town areas less fraught with regulatory challenges. Given these facts, the most reasonable and appropriate classification is Center.

STAFF RECOMMENDATION

Staff recommends the Planning Commission recommend ***approve*** of the rezoning for the west 0.2 acres of 400 N River, formerly known as 107 E. Cross, with the following findings:

1. The rezoning is consistent with three of the guiding values of the Master Plan:
   "Anyone can easily walk, bike, drive, or take transit from anywhere in Ypsilanti and to anywhere else in Ypsilanti and beyond;"
   "Ypsilanti is a great place to do business, especially the green and creative kind;" and
   "Everyone in the region knows Ypsilanti has great things to do in great places that are in great shape!"
2. The rezoning enables the remainder of the parcel to be used per its zoning classification.
3. all of the potential uses and building types allowed in the proposed zoning district compatible with surrounding uses, buildings, and zoning
4. City infrastructure and services can accommodate the uses permitted in the requested district without compromising the health, safety, sustainability and welfare of the City
5. The rezoning will aid the redevelopment of a significant vacant property in Depot Town, both directly adding to the City's tax base in the long-term, and helping to raise property values overall in the Depot Town/Historic Eastside neighborhood overall.
6. The rezoning is consistent with development trends in the Depot Town area.
7. This area's initial zoning classification of CN-SF was in error.
8. Rezoning this area to Center is the most appropriate zoning amendment for this situation.

Bonnie Wessler
City Planner, Community & Economic Development Division

c.c. File

c. This closure will still allow for local usage while improving safety for the neighboring properties.
d. Staff and residents to coordinate meeting to determine location of barrier.

The motion was supported by Commissioner Hollifield. A roll call vote was taken and carried unanimously, 5:0.

3. Rezoning of 107 E. Cross/400 N. River

B. Wessler, City Planner, stated that staff is requesting that the land formerly known as 107 E. Cross, now combined with the Thompson Block at 400 N. River, be rezoned from CN-SF to Center because this 0.2 acre area was overlooked during the Master Plan Update in 2013 and subsequent zoning update in 2014, as it was part of an active Planned Unit Development (PUD) project that was presumed to be progressing. That PUD has been inactive for some time and will soon expire.

Ms. Wessler continued by stating that after a review of the project, it revealed that although a new owner could re-use the Thompson Block in its existing envelope, they would be unable to use the vacation portion of the parcel for the uses customarily accessory to a commercial use, as the zoning code states that if a lot is zoned multiple districts, each portion must be treated as though it belongs to that district as noted in Sec 122-234(4). Therefore, a new developer would be unable to use the vacation portion for parking, outdoor seating, loading/unloading, dumpsters, etc. Under another PUD with the current code, we would face similar obstacles; PUDs are not permitted in CN-SF under Sec 122-572. To enable the vacant area of this lot to be able to serve the occupied area of this lot, it must be rezoned.

Ms. Wessler reviewed the Central Neighborhood designation from the Master Plan as well as the land use map as well as the existing surrounding land use and zoning. She also reviewed the rezoning considerations and found no issues. Staff is recommending that the Planning Commission recommend approval to City Council of the rezoning for the west 0.2 acres of 400 N. River, formerly known as 107 E. Cross, with findings.

Commissioner Zuellig moved to open the public portion of the hearing (Support: P. Hollifield) and carried unanimously.

Since there was no public comment, Commissioner Dunwoodie moved to close the public portion of the hearing (Support: P. Hollifield) and the motion carried unanimously.

Commissioner Bedogne moved that the Planning Commission recommend approval to City council of the rezoning for the west .2 acres of 400 N. River, formerly known as 107 E. Cross, with the following findings:

a. The rezoning is consistent with three of the guiding values of the Master Plan: “Anyone can easily walk, bike, drive, or take transit from anywhere in Ypsilanti and to anywhere else in Ypsilanti and beyond;”
“Ypsilanti is a great place to do business, especially the green and creative kind;” and
“Everyone in the region knows Ypsilanti has great things to do in great places that are in great shape!”

b. The rezoning enables the remainder of the parcel to be used per its zoning classification.
c. All of the potential uses and building types allowed in the proposed zoning district are compatible with surrounding uses, buildings, and zoning.
d. City infrastructure and services can accommodate the uses permitted in the requested district without compromising the health, safety, sustainability and welfare of the City.
e. The rezoning will aid the redevelopment of a significant vacant property in Depot Town, both directly adding to the City's tax base in the long-term, and helping to raise property values overall in the Depot Town/Historic Eastside neighborhood overall.
f. The rezoning is consistent with development trends in the Depot Town area.
g. This area's initial zoning classification of CN-SF was in oversight.
h. Rezoning this area to Center is the most appropriate zoning amendment for this situation.

The motion was supported by Commissioner Hollifield. A roll call vote was taken and carried unanimously, 5:0.

Commissioner Zuellig moved to amend the agenda by switching the last two items (Support: P. Hollifield) and the motion carried unanimously.

4. Resolution – Support of I-94 pedestrian crossing and associated lane reduction on Huron/Hamilton

5. Zoning Ordinance Update

VI. NEW BUSINESS

None

VII. OLD BUSINESS

None

VIII. FUTURE BUSINESS DISCUSSION/UPDATES

670 Harriet
309 N. Adams – Special Use

DRAFT

Resolution No. 2016 - 212
September 20, 2016

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

THAT the Public Hearing for an Ordinance to rezone the eastern 0.2 acres of 400 N River from Core Neighborhood Single Family to Center be **officially closed**.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

REQUEST FOR LEGISLATION
September 6, 2016

To: Mayor and City Council

From: Beth Ernat, Community and Economic Development Department
Haley McAlpine, Historic District Intern

Subject: Historic District Enforcement Ordinance, Chapter 54, Proposed Amendment

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SUMMARY & BACKGROUND:

The Ypsilanti Historic District Commission (HDC) is requesting an amendment to the Historic District Ordinance (HD) to enable violations of the ordinance to be handled as blight violations, subject to the City's Administrative Hearings Bureau (AHB). The HDC has frequently struggled with an inability to enforce against those who violate the HD ordinance. Under the current Building Code, the HDC and Building Department are unable to enforce against violations of the HD ordinance. This has been of great concern for the HDC and the Building Department; both have raised concerns about their inability to enforce against these violations.

Meetings between the Building Department, the Economic Development Department, the Planning Department, and the HDC prompted discussions about how to facilitate enforcement for HD ordinance violations. The City's Prosecuting Attorney, Jessie O'Jack, was approached for direction on how to address the issue of enforcement. After researching the issue, Mr. O'Jack suggested the proposed amendment that would classify these violations as blight violations, making them subject to the AHB.

Under the proposed amendment, a property owner found doing work without a permit would first be sent a letter seeking compliance. If there is no response to this letter, the property owner will receive a blight violation and will be required to appear at the AHB. Additionally, applications will be sent letters requiring an application be submitted within a specific number of days to the HDC for approval. The goal of the HD remains the same, to work with residents and property owners for compliance; using the AHB will allow the HDC some flexibility in dealing with property owners found to be violating the HD ordinance. It would also allow the Building Department to fine the property owner until they comply with the HD ordinance.

The HDC is seeking enforcement against these violations in order to deter future damage to the historic resources and dissuade future property owners from violating the Historic District ordinance. The HDC made a recommendation that City Council approve this proposed amendment at their August 9, 2016 meeting. It was supported unanimously.

RECOMMENDED ACTION: Staff recommends approval of the amendment to the AHB Code for blight violations to include the Historic District.

ATTACHMENTS: Proposed Historic District Ordinance amendment

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: _____

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____

Resolution No. 2016 - 213
September 20, 2016

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, The Historic District Commission currently lacks the ability to enforce against Historic District Ordinance violations under the Building Code; and

WHEREAS, the Historic District Commission proposes an amendment to the Historic District Ordinance that would classify violations of the Historic District Ordinance as blight violations, subject to the City's Administrative Hearings Bureau; and

WHEREAS, the Ypsilanti Historic District Commission unanimously recommended approval to the Ypsilanti City Council to approve the proposed amendment to the Historic District Ordinance to classify violations within the Historic District as blight violations subject to the provisions of the Ypsilanti Administrative Hearings Bureau.

NOW THEREFORE BE IT RESOLVED THAT, the Ypsilanti City Council approves the proposed Ordinance amendment to the Historic District Ordinance on Second and Final Reading.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

CITY OF YPSILANTI
Ordinance No. 1275

AN ORDINANCE TO AMEND YPSILANTI CITY CODE CHAPTER 54 "HISTORICAL PRESERVATION", ARTICLE II "HISTORIC DISTRICTS", DIVISION 1 "GENERALLY", SECTION 54-43 REGARDING PENALTIES AND DIVISION 4 "CONSTRUCTION, ALTERATION OR MAINTENANCE", SECTION 54-85 "DEMOLOLITION BY NEGLECT" SO THAT VIOLATIONS OF SECTION 54-81 "PERMIT REQUIRED" AND SECTION 54-85 "DEMOLITION BY NEGLECT" ARE BLIGHT VIOLATIONS.

THE CITY OF YPSILANTI HEREBY ORDAINS:

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

That Chapter 54 of the Code of Ordinances, City of Ypsilanti, Michigan, entitled "Historical Preservation", Article II "Historic Districts", Division 1 "Generally", Section 54-43 "Municipal civil infraction; penalties", is hereby amended as follows:

Sec. 54-43. – Penalties ~~Municipal civil infraction; penalties~~.

(a) A person, individual, partnership, firm, corporation, organization, institution or agency of government who violates Section 54-81 or Section 54-85 is responsible for a blight violation, subject to payment of a civil fine as set forth in section 71-73. Repeat offenses under this Article shall be subject to increased fines as set forth in section 71-73.

A person, individual, partnership, firm, corporation, organization, institution or agency of government who violates any other provision of this article is responsible for a municipal civil infraction, subject to payment of a civil fine as set forth in section 70-38. Repeat offenses under this article shall be subject to increased fines as set forth in section 70-38.

(b) A person, individual, partnership, firm, corporation, organization, institution or agency of government that violates this article may be ordered by the court to pay the cost to restore or replicate a resource unlawfully constructed, added to, altered, repaired, moved, excavated or demolished.

That Chapter 54 of the Code of Ordinances, City of Ypsilanti, Michigan, entitled "Historical Preservation", Article II "Historic Districts", Division 4 "Construction,

Alteration or Maintenance", Section 54-85 "Demolition by neglect", is hereby amended as follows:

Sec. 54-85. - Demolition by neglect.

Upon a finding by the historic district commission that a historic resource within a historic district or proposed historic district subject to its review and approval is threatened with demolition by neglect, the commission may do one of the following:

(1) Require the owner of the resource to repair all conditions contributing to demolition by neglect within a reasonable time set by the commission.

(2) If the owner does not make repairs within the reasonable time set by the commission ~~a reasonable time~~, the owner may be charged with a blight violation and/or the commission or its agents may enter the property, after obtaining an order from the circuit court, and make such repairs as are necessary to prevent demolition by neglect. The cost of the work shall be charged to the owner and may be levied by the city as a special assessment against the property if the costs remain unpaid 30 days after the owner has been notified of the cost.

(3) In the event that efforts by the commission to preserve a resource fail, the commission may recommend to the city council that public ownership of the resource is most suitable. The city council may proceed under section 7 of Act No. 169 of the Public Acts of Michigan of 1970 (MCL 339.207).

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 thereof directly involved in the case or controversy in which such judgment shall have been rendered and to the person, firm, corporation, legal entity, or circumstances then and there involved. It is hereby declared to be the legislative intent of this body that the Ordinance would have been adopted had such invalid or unconstitutional provisions not have been included in this Ordinance.

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

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

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 according to Section 11.13 of the City Charter. This Ordinance shall become effective after publication at the expiration of 30 days after adoption.

MADE, PASSED AND ADOPTED BY THE YPSILANTI CITY COUNCIL THIS _____ DAY OF _____, 2016.

_____
Frances McMullan, City Clerk

Attest

I do hereby confirm that the above Ordinance No. _____ was published according to Section 11.13 of the City Charter 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: _____

Resolution No. 2016-214
September 20, 2016

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

That the following items be approved:

1. Resolution No. 2016-214A, approving the School Resource Officer Contract.
2. Resolution No. 2016-215, approving the minutes of August 23, 2016 meeting.
3. Resolution No. 2016-216, approving delegate and alternate to the Municipal Employees' Retirement System (MERS) 70th Annual Meeting.
4. Resolution No. 2016-217, approving appointments to City Boards and Commissions.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

Resolution No. 2016-2016-214A
September 20, 2016

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

Whereas, The City of Ypsilanti and the Ypsilanti Community Schools recognize the importance of education and in maintaining an environment which fosters and enables the learning process so that every student has the opportunity to grow and learn; and

Whereas, The City of Ypsilanti Police Department and the Ypsilanti Community Schools entered into a two year contract which provided for a Ypsilanti Police Officer to be assigned to the Middle School as a School Resource Officer; and

Whereas, Both the School District and the Police Department have seen positive results from this venture and wish to continue the program.

Therefore be it Resolved, That the City Council authorize the City Manager to sign a renewed two year contract.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

SERVICE CONTRACT FOR SCHOOL RESOURCE OFFICER BETWEEN THE CITY OF YPSILANTI AND THE YPSILANTI COMMUNITY SCHOOLS

This Agreement made this 20th day of September, 2016 by and between Ypsilanti Community Schools located at 1885 Packard, Ypsilanti MI 48197 (hereinafter SCHOOL), and The City of Ypsilanti, a Michigan municipal corporation with offices at One Huron Street, Ypsilanti MI 48197 (hereinafter CITY).

NOW therefore the parties agree as follows:

ARTICLE 1: Scope of Services

The City, through its Police Department, will provide a School Resource Officer (hereafter SRO) to provide police services, including but not limited to being a police liaison at the Middle School, attending meetings, acting as a chaperone, providing police-related instruction to students and staff, and other services as agreed to by the parties. The normal hours of work will be defined as Monday through Friday, 7am to 3:30pm during normal school days. The hours will be flexible as certain situations may require some temporary adjustments. Overtime for after school activities and events will be authorized by the School Principal as needed.

ARTICLE 2: Compensation

The City shall be reimbursed $76,535.00 for each year of the contract. Payments will be made on a monthly basis as billed by the City of Ypsilanti Finance Department. In addition to the compensation stated above, the School shall also be responsible to pay for overtime incurred by the SRO while working on School-related matters as authorized.

The school must pay the bill within thirty (30) days after the date of the invoice. Failure of the School to pay the total monthly charges shall be a material breach of this Contract and entitle the City to immediately seek remedies including, but not limited to, the following:

Limitations of future police services to the School to offset the amount owed;

Complete stoppage of all contract services to the School until the amount owed is completely paid;

Pursuit of a court order compelling the School to pay the amount owed.

The parties understand and agree that the above remedies are not exclusive and do not constitute progressive enforcement steps.

The parties agree that the School may dispute any City invoice by taking the following actions within 30 days of receiving the invoice: 1- the School must pay the disputed amount to the City; 2- the School must send written notice to the City Administration that it disputes the invoice. It is encouraged that any written documentation supporting the dispute be sent with the written notice. Within 30 days of the School's notice disputing the invoice the City Administration will investigate the claim and make a determination. If it is found that the School's claim is justified the disputed amount will be deducted from the next invoice for police services following the determination. If the claim is not supported, as determined by the City Administration, and the parties find that they are in a continued impasse, the parties will pick a mutually acceptable and agreed on arbitrator to hear the positions of the School and the City Administration. The decision of the Arbitrator on the claim shall be binding. The cost to retain the arbitrator shall be the responsibility of the losing party.

ARTICLE 3: Terms

This contract begins on September 6, 2016 and continues until terminated by one of the parties (see Article 4). It is understood, but not binding, that the School may honor this contract for a minimum of two years.

ARTICLE 4: Termination of Contract

If a party breaches any provision of this contract, the non-breaching party may serve upon the breaching party written notice of its intent to terminate this contract. If the breaching party fails to cure the breach within thirty (30) days after having received written notice of the breach, the non-breaching party may terminate the contract provided, however, that if the cure for the breach takes more than thirty (30) days to cure, the breaching party shall be given a reasonable amount of time beyond the thirty (30) day period to complete the cure to the breach.

Termination without cause. The School, upon giving the City three (3) months written notice, may terminate the contract effective December 31st of the year such notice is given. In addition, the School or City may terminate the contract without cause with three (3) months written notice.

ARTICLE 5: Responsibility For Employees and Agents

The SRO provided by the City shall be a police officer certified by the State of Michigan, sworn by the Washtenaw County Sheriff with arrest authority countywide and an employee of the City. The parties agree that the City is neither an employee nor agent of the School for any purpose.

The parties agree that the City is responsible for the acts and/or omissions of the SRO and related police service personnel in providing services under this contract.

ARTICLE 6: Conferences

Program evaluation is essential to determining whether a program is effective and to improving the program. A quarterly meeting between the operational personnel including but not limited to the School Principal, the SRO, and the Investigations Bureau Lieutenant should be set to insure that the program is performing properly and expectations are being met by both parties and that operational issues are resolved. In addition, an annual meeting between the Chief of Police, the City Manager and the Superintendent should be set in order to evaluate the SRO program, discuss improvements and review annual costs. Minutes for these meetings will be taken and later will be distributed to all personnel that attended the meeting.

The SRO will report directly to the Lieutenant in charge of the Investigations Bureau for general direction. Although the SRO is responsible to the Lieutenant, they will be receptive to the needs of the school staff, especially the Principals. It is the vision for this position to become integrated with the staff and considered as part of the problem solving team.

In addition, the School or City may request additional or emergency conferences to discuss issues that cannot wait for a regularly scheduled meeting. Such meetings will be requested in writing and specify the issues to be discussed at the conference.

ARTICLE 7: Personnel Assigned To The School

The parties agree that, if in the opinion of the School, any individual assigned by the City to the School is unacceptable, the School and the Police Chief shall meet to discuss the situation and to work on addressing the problems between the School and the individual in question. The reassignment of any police personnel within the School shall remain the exclusive right of the Chief of Police. The Chief of Police agrees to notify and take into consideration the opinion of the School when making assignments.

ARTICLE 8: Attendance At School Board Meetings

The Ypsilanti Police Department shall send a representative to School Board Meetings as requested for the purpose of making reports on relevant issues and to answer questions from the Board.

ARTICLE 9: Insurance Requirements

The SCHOOL and the CITY shall maintain not less than the following insurance:

1. Worker's Compensation insurance with Michigan statutory limits and employers liability insurance with a minimum limit of $100,000 each accident for any employee.

2. Comprehensive commercial general liability insurance with a combined single limit of $1 Million each occurrence for bodily injury and property damage.

3. Automobile liability insurance covering all owned, hired, and non-owned vehicles with personal protection insurance and property protection insurance to comply with the provisions of the Michigan No-Fault Insurance Law, including residual liability insurance with a minimum combined single limit of $1 Million each accident for bodily injury and property damage.

ARTICLE 10: Compliance With Laws And Regulations

All parties will comply with all federal, state and local requirements, including but not limited to all applicable OSHA, MIOSHA requirements, and the Americans with Disabilities Act.

ARTICLE 11: Equal Employment Opportunity

The City agrees not to discriminate against any employee or applicant for employment because of race, creed, color, sex, sexual orientation, national origin, physical handicap, age, height, weight, marital status, veteran status, religion and political belief (except as it relates to a bona fide occupational qualification reasonably necessary to the normal operation of the business).

ARTICLE 12: Equal Access

The CITY shall provide the services without discrimination on the basis of race, color, religion, national origin, sex, sexual orientation, marital status, physical handicap, or age.

ARTICLE 13: Extent of the Contract

This contract represents the entire agreement between the parties and supersedes all prior representations, negotiations, or agreements, whether written or oral.

ARTICLE 14: Changes in Scope or Service or Schedule

Changes mutually agreed upon by the SCHOOL and CITY will be incorporated into this contract by written amendments signed by both parties.

ARTICLE 15: Choice of Law and Forum

This contract is to be interpreted by the laws of Michigan. The parties agree that the proper forum for litigation arising out of this contract is in Washtenaw County, Michigan.

YPSILANTI COMMUNITY SCHOOLS

Dated: _____ BY: _____

Dr. Benjamin P. Edmondson, Superintendent

CITY OF YPSILANTI

Dated: _____ BY: _____

Frances M. McMullan, Interim City Manager

Approved as to form:

_____

JOHN M. BARR P-10475

Ypsilanti City Attorney

Resolution No. 2016 – 215
September 20, 2016

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

THAT the minutes of August 23, 2016 be approved.

OFFERED BY: _____

SUPPORTED BY:_____

YES: NO: ABSENT: VOTE:

Draft

CITY OF YPSILANTI
COUNCIL MEETING MINUTES
CITY COUNCIL CHAMBERS
ONE SOUTH HURON STREET, YPSILANTI, MI 48197
Tuesday, August 23, 2016
7:00 to 9:00 P.M.

I. CALL TO ORDER -

The meeting was called to order at 7:04 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.

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

VI. INTRODUCTIONS -

Mayor Edmonds introduced MML Lead Executive Recruiter Kathy Grinzinger who will act as facilitator for this meeting.

VII. AUDIENCE PARTICIPATION -

None

VIII. REMARKS BY THE MAYOR -

None

IX. RESOLUTIONS/MOTIONS/DISCUSSIONS

Discussion regarding City Manager Executive Search with the Michigan Municipal League (MML)

MML Lead Executive Recruiter Kathie Grinzinger provided an overview of her extensive background in local government. Ms. Grinzinger explained MML's process for an executive search. Ms. Grinzinger asked that Council tell her something about the residents of the City of Ypsilanti.

Council Member Anne Brown responded the population is diverse. Ms. Grinzinger asked if they are diverse racially, income levels, age, etc… Ms. Anne Brown responded yes to all those categories and said Ypsilanti has a growing population between the ages of 18 and 34 whom are very creative and entrepreneurs. Ms. Anne Brown stated the people in this community want to see it prosper and grow. Ms. Anne Brown stated the City's issue is the High School is failing which is a hindrance to growth. Ms. Grinzinger replied it makes it difficult for families with school aged children to move into Ypsilanti.

Mayor Pro-Tem Richardson stated the City has a large population of senior citizens. Council Member Murdock added that demographic is increasing in the City.

Mayor Edmonds stated the City has a broad mix of new residents.

Council Member Vogt stated the City includes income levels ranging from low income to high middle income. Mr. Vogt said there is a sizeable population that is unemployed, under employed, or on assistance which relates to the failing school system. Mr. Vogt said the City is below median income. Mayor Edmonds said the median income for the County is about $60,000 and the City is between $32,000 and $33,000. Ms. Grinzinger added the state's median income is roughly $46,000. Council Member Murdock said the City also has a high poverty rate at 30%.

Council Member Murdock stated the City has a high percentage of rental properties. Ms. Grinzinger asked if renters are student population or general population. Mr. Murdock responded he was referencing both populations. Ms. Grinzinger asked if there is available housing if a person was looking to move into the City. Mr. Murdock responded homes are available but they do move quickly.

Mayor Edmonds stated the City has one of the highest millage rates in the state. Ms. Grinzinger stated but the housing market is booming in Ypsilanti. Council Member Robb clarified the single family housing market is booming. Ms. Edmonds said there is a missing middle in the housing stock and the stock is old. Ms. Edmonds added there is also a lack in downtown loft style housing and affordable housing for low income senior citizens.

Ms. Grinzinger asked if the population is involved. Mayor Pro-Tem Richardson responded in the affirmative and referenced the Friends of the Rutherford Pool and Friends of the Freight house. Mayor Edmonds added the Senior Center and the Youth Community Center have also been kept in operation through a volunteer effort. Ms. Richardson said one of the things she enjoys most about this community is the willingness of its citizens to help. Ms. Grinzinger asked if citizen involvement is issue oriented and if citizens participate in Council meetings on a regular basis. Council Member Nicole Brown responded in the affirmative. Council Member Anne Brown elaborated that it is the same individuals who come to Council meetings. Ms. Grinzinger replied it is a small group of active participants in meetings. Ms. Richardson disagreed and said the friends groups are comprised by different people. Ms. Anne Brown said the interest is based on issues. Ms. Edmonds said there is a general feeling of community scale pride. Ms. Edmonds added many residents come to Ypsilanti as students and upon graduation stay in the community and rent until they are able to purchase a home. Ms. Edmonds said there is a path to ownership that is being seen especially in the ages of 21 through 35. Ms. Grinzinger asked if this is a

community that if wanted a person could affordably put down roots. Ms. Edmonds responded in the affirmative until they have school aged children.

Ms. Grinzinger asked if the diversity and the challenges in this community create a personality of the City, in other words, how Ypsilanti should be described as a community. Council Member Anne Brown responded Ypsilanti is very neighborhood friendly. Ms. Grinzinger said Ypsilanti has some very old and impressive housing and asked if the history in the City's architecture is important. Council Member Nicole Brown responded in the affirmative. Ms. Grinzinger asked if the community is very protective of its history. Ms. Anne Brown responded in the affirmative.

Ms. Grinzinger asked if residents are proud to live in Ypsilanti. Mayor Edmonds responded the tagline of the City is "Pride, Diversity, and Heritage". Ms. Grinzinger asked if the people are proud or are they proud of their City. Mayor Pro-Tem Richardson replied she believes they are proud of their City.

Ms. Grinzinger asked what characteristics make Ypsilanti unique. Council Member Murdock responded Ypsilanti is an older urban community which the economy was originally based on manufacturing. Mr. Murdock said manufacturing has since left the City which is now going through a transition. Mr. Murdock said the City has to deal with a municipal finance situation coupled with the largest employer in the City is tax exempt. Mr. Murdock said the City enjoys a great park and river system which it hopes to maintain. Mayor Edmonds added the park system is Olmstead designed.

Mayor Edmonds stated the residents of this City are largely employed by Eastern Michigan University, St. Joseph's Hospital, and other governmental and public agencies. Ms. Edmonds added many residents of the City are also employed in Ann Arbor. Ms. Grinzinger asked if the majority of residents are out commuters. Council Member Nicole Brown responded in the affirmative.

Council Member Anne Brown stated there are not a lot of possible applicants who have been employed as assistant city managers in Michigan. Ms. Grinzinger responded in the affirmative, and explained many individuals employed at that capacity moved out of the state when those positions were removed. Ms. Grinzinger added some of those individuals are returning to Michigan and asked what they can be told to make them want to be employed by Ypsilanti. Council Member Vogt responded there is great appeal not only in Ypsilanti but also in the County and southeastern Michigan. Mr. Vogt said there are art, athletics, university, music, and many other amenities that this region has to offer. Mayor Pro-Tem Richardson stated her tagline for Ypsilanti is "the best kept secret in southeastern Michigan". Mayor Edmonds stated Ypsilanti has a small affordable, historic, urban scale full of opportunity. Ms. Edmonds said affordable has become a contrast to Ann Arbor. Ms. Grinzinger asked Council Member Robb why a person would come to Ypsilanti. Council Member Robb responded he moved here because it was close to the highway. Ms. Grinzinger replied so Ypsilanti is good from a commuter standpoint. Council Member Murdock stated it goes beyond that the City is close to the airport and rail connections.

Ms. Grinzinger stated most people in this profession have trailing spouses so the job market in commutable distance becomes very important. Mayor Edmonds stated Ypsilanti is 35 minutes from Detroit and 15 minutes from the airport.

Council Member Vogt stated the five greatest attracters to this area are education, transportation, communication, public services, and public amenities in many cases world class. Mayor Edmonds stated while the region lacks anything in terms of transportation Washtenaw County has excellent public transportation.

Mayor Edmonds stated the state of the K-12 school system is a huge barrier to business attraction. Ms. Edmonds asked Council Member Nicole Brown if her neighbors take pride in their neighborhood. Council Member Nicole Brown responded that her neighbors to take pride in their neighborhood. Ms. Grinzinger asked if there were significant differences between neighborhoods. Council Member Anne Brown

responded possibly a decade ago but now she walks every neighborhood and it seems fairly seamless. Ms. Anne Brown said she has found that the eastside of the City is less progressive and the residents are older while her neighborhood has seen a great deal of turnover. Ms. Edmonds responded her neighborhood has turned over entirely in the last 12 years. Ms. Anne Brown replied her neighborhood has turned over in the last 2 to 3 years. Mayor Pro-Tem Richardson said her neighborhood is turning over as fast if not faster. Council Member Nicole Brown stated she is one of the youngest people in her neighborhood that owns property. Ms. Nicole Brown said there are a lot of children in her neighborhood and added the faith based community is very prominent, especially in Ward 1. Ms. Nicole Brown said the community, as a whole, is very down to earth and relaxed. Ms. Grinzinger said to her Ypsilanti seemed "scrappy", or resilient. Ms. Nicole Brown said she views the City as quirk and feisty, rather than scrappy. Ms. Anne Brown stated the Convention and Visitors Bureau (CVB) marketed the City as "Ypsi Real". Ms. Edmonds suggested MML research the work the CVB had completed on that marketing campaign.

Council Member Anne Brown stated Ypsilanti, before the manufacturing industry left was the tax base for the County and now Ann Arbor is the tax base. Ms. Anne Brown said now the City is trying to find its economic identity.

Ms. Grinzinger stated she would like Council to discuss what challenges the City is facing the new City Manager will need to face. Mayor Pro-Tem Richardson responded budget issues. Council Member Vogt stated there are two fundamental budgetary issues; one dysfunctional state finance system and underused and unused property that need to be developed to increase the tax base. Ms. Grinzinger responded in general the tax base is the issue. Mr. Vogt agreed and reiterated the municipal financing system. Council Member Murdock added the City needs to find additional revenue. Mr. Murdock said the City also needs a manager familiar with labor negotiations because all the union contracts are about to expire. Mayor Edmonds stated the K-12 school system and a high millage rate is a challenge for an incoming City Manager. Council Member Nicole Brown echoed issues with the school system and added lack of opportunity for community youth. Ms. Grinzinger asked that when lack of opportunity was mentioned it just wasn't about jobs. Council Member Vogt pointed out that it is jobs, community and volunteering.

Mayor Edmonds then moved on to say that the City has some contamination and brownfield issues. Ms. Grinzinger says that the brownfields could also be an opportunity. Mayor Edmonds then says that the City deals with a lot of negative media and a lack of a strong media. She says the City is also fighting the negative media perception especially when compared to our neighbors in the west. Council Member Anne Brown says there is a disconnect between the City Council and the citizens in which the citizens think the City is doing better than it really is. Council Member Vogt says the media likes to tear us down too. Council Member Robb then stated that they have very thin skin; there is low self-esteem as a community and it somehow toxic, he says the City think that everyone is out to get us. Council Member Robb goes on to say that he came to the City not knowing anything about Ypsilanti or Ypsilanti Township, he says that there's this rivalry between the City and Ann Arbor that came from nowhere and the City feels as if it has to defend itself against everything.

Council Member Robb says that there are other challenges for the City Manager and there is a definite lack of team work. Council Member Nicole Brown says she feels the challenge for the incoming City Manager will be Council as a group because they don't work well together and rarely speak as one voice. Ms. Grinzinger states that the one thing she find very critical when doing her type of work is that there needs to be team building. She suggested that when a new person is brought on the, the Council with that person and the primary directors of the staff need to have a team building retreat. Mayor Edmonds then points out that one challenge is that the County Government a key partner is having issues with turnover and they are in an unclear place in term of leadership.

Ms. Grinzinger says that they have talked a lot about the challenges now it's time to move on to the opportunities. Council Member Robb starts out by saying that this is a stepping stone to a better position.

To which Ms. Grinzinger says she does not want to put that in the ad. Council Member Robb goes on to elaborate this by stating that they should not be looking for someone who is at the end of the line, they should be looking for someone who wants to prove themselves to the rest of the world and to get a job elsewhere. The opportunity is that you will get a better job that pays more in a larger city in the future. Mayor Edmonds says that there is a reduction in turn around, and the City is starting to look up after some development spill over from Ann Arbor. Ms. Grinzinger states that the downtown is beautiful and has a lot of historic ambiance. Mayor Pro-Tem Richardson says she sees Water Street Development as an opportunity. She points out that development is something the person can use to build the community.

Council Member Robb says that if our next person cannot make things happen with Water Street then that person will be somewhere else. He says that it is one of the most important things going on here. Council Member Anne Brown says she thinks it's is an opportunity to demonstrate that a person who comes in with a vision can bring that to fruition. Mayor Edmonds says that the positive relationship with EMU is another opportunity. Ms. Grinzinger then said she wanted to go over the things that had been stated and wanted Council to think about them as she did. She says the City is a strong faith based community; they are down to earth, relaxed attitude, while still feisty and resourceful and determined. Ms. Grinzinger then says she wants to make sure that everyone is in agreement about the challenges being faced by the City. She says that the biggest challenge is the tax base of course.

Mayor Edmonds says that the City is largely built out, she says that's a key part of it the City being historically built out. Ms. Grinzinger then says that the underdeveloped property the City has is a challenge as well as the high millage rate. She says though that having a high millage rate doesn't hurt however it is the low value that hurts. Along with this and the failing schools, unemployment, lack of opportunity for young people, negative relation with the media make for several challenges in the city.

Council Member Robb says that the City needs the guy who has to build a team. Ms. Grinzinger says that the staff are pretty committed to one another, they could probably use some formalized team building. Mayor Edmonds notes that the City faces core conflicting values with our neighboring communities. Ms. Grinzinger wonders if this is county wide. Mayor Edmonds explains that it is neighboring townships and that it's not the relationships it's just conflicting values. Mayor Pro- Tem Richardson says that she thinks it's the relationships. Council Member Anne Brown then said that there is something that happened years ago, the person who did this sits in on every meeting. Ms. Grinzinger says there are lots of challenges.

Mayor Edmonds says she would like to add a few more opportunities to the list. The City has strong rooted local businesses from a variety of ethnicities serving a variety of costumers. That's the core part of our community, the City has a 740,000 square foot auto plant that's a possibility and a train is coming, those would be number one opportunities. Ms. Grinzinger says that she put that both as its challenge and opportunity; she says she is going to shrink the challenges a little. Ms. Grinzinger then asks if its 19,000 people in 4 square miles. Mayor Edmonds says yes and they are hoping to hit 20 soon.

Council Member Murdock says that about 25 percent of its tax exemption is between nonprofits and Eastern Michigan. Ms. Grinzinger says that she believes that number is closer to 40 percent. Council Member Anne Brown says that the neighboring community, Ann Arbor, seems to have a negative idea about Ypsilanti, that it's dangerous and scary. Council Member Nicole Brown concurs but adds it's not just Ann Arbor; it's also neighboring counties as well. Council Member Robb points out that the City's crime rate is 3 times as high as Ann Arbor. Council Member Anne Brown states she never used to hear people say don't go to Ypsi but she hears it a lot of now.

Ms. Grinzinger says that while she is uncomfortable speaking on the next subject applicants will do their own research. She asks about the Manager that stayed three times the average, which is normally around 5 years. Council Member Robb states that the Manager's wife didn't want to move and was the reason they kept him on. Mayor Edmonds then asks Jon Barr how long he had been with the City which he answered as about 35 years. Ms. Grinzinger moves on saying that real estate is turning around historic

downtown, committed to place marking, vacant parcels downtown, good relationship with the university, and a passenger rail coming. She asks if immediate goals were the Water Street Redevelopment. Mayor Edmonds says that and the rail. Ms. Grinzinger asks if that is a City Manager's responsibility. She also wonders if there is anything else on the immediate list. Mayor Pro-Tem Richardson says to maintain a balanced budget. Council Member Murdock says that have to deal with a significant shortage. Mayor Edmonds says that there needs to be public communication at several different levels.

Ms. Grinzinger says that in the first year someone could probably put a strategy together but couldn't change things. She asks Council to look at immediate goals, the challenges and make sure they agree and if they need to cross things off this is the time to do so. Ms. Grinzinger says that she has a fairly decent command of adjectives but she won't change the goals. Council Member Anne Brown asks if they decided if team building was an immediate goal. Ms. Grinzinger says she doesn't know, Council Member Anne Brown states that she meant all of them council and staff. Mayor Edmonds asks Ms. Grinzinger that a lot of things in the profile would go into opportunities. Ms. Grinzinger says that what she would like to do is tell some of the candidates that there are the top go to that people want to make progress on in the first year. She would like them to be able to see if their talents will match the City's challenges, and we'll double check it over here but if someone can't meet these challenges then this not the town for them.

Council Member Anne Brown asks if they could list regionalization as an opportunity. Ms. Grinzinger asks if the City is regionalizing now. Mayor Edmonds responds that it is doing so in certain ways. Ms. Grinzinger asks if the City has regional agreements. Council Member Robb says that right now the City only has the regional police. Ms. Grinzinger says that if they had sat down and said they were ready for a tri-region fire department then that would have been a regional opportunity on your plan. Council Member Anne Brown says that she thinks the person coming in needs to have the ability or scope to say we need to look at regionalization. Council Member Robb points out that regionalization would be a Council priority. Council Member Anne Brown responds by saying that this was just opportunity; we're talking about budget they may come back and say we need to. Council Member Robb says that Council is going to tell this person what the top priorities are and if Council says regionalization isn't one of them that person should not be working on it. Council Member Anne Brown says she don't think we should tie the person's hand. Ms. Grinzinger says one of the things you could have is that when the line between policy and administration is crossed have a policy saying we need to figure out how to live on a budget on this many millions the person may suggest regionalization.

Mayor Edmonds says she has another opportunity to put on the up, the City has a very strong, award winning and community engaged master plan. Council Member Brown says you can put that down but many community members don't even know what the master plan is and haven't read it. Ms. Grinzinger says she's going to call this part good and move on. She states she wants to talk about three things; one is knowledge which is what a person earned. Two is skills which are what a person learned they can do and three is attributes which are the value system a person work and live by. Ms. Grinzinger says that she wants to start with knowledge and asks what is the minimum standard or degree they want.

Council Member Robb says that an MPA is minimum. Council Member Vogt asks if that is typical or standard for this size of a county. Ms. Grinzinger replies that most managers under the age of 30 will be equipped with an MPA; most managers above 50 will not have an MPA but will have 25 years in the job. The middle you will find a bunch of people who has either obtained an MPA or who has not. Mayor Edmonds asks what Ms. Grinzinger feel would be some other Master degrees. Mayor Pro-Tem Richards asks if an MBA would one. Council Member Robb says that someone with an MBA would not come to Ypsilanti. Ms. Grinzinger confirms this by saying the City couldn't afford an MBA. She says that when dealing with the complexity of a community like Ypsilanti you want someone who has the succinctly background of administration and an MBA will not cut it. Ms. Grinzinger says the City may want to have qualifiers somewhere down the three that allows them to consider other types of degrees other levels of experience when combining things.

Mayor Pro-Tem Richardson says she wants someone who has had some successful experience. Ms. Grinzinger asks how much experience. Council Member Robb also states that Mayor Pro-Tem Richardson needs to quantify the kind of experience she wants. Mayor Pro-Tem Richardson says that she wants someone who's had some successful years as a City Manager or some successful years as even a City Administrator. Someone with good solid on the job experience. Ms. Grinzinger asks if a City Manager, Assistant City Manager, Village, Township or County Administrator okay. Council Member Vogt says that it could also be department heads in larger cities. Ms. Grinzinger asks if she can say executive considerable span of control or responsibility. Mayor Edmonds states that a department head of a larger city may have experience as well. Council Member Anne Brown asks where the ICMA would fit in. Ms. Grinzinger replied that that can be done, she says that there are folks who are department directors who have more employees than she has and more budget to worry about. She then asks if looking for a City Manager, Assistant Manager, Township, Village Exec or a department exec who's had significant control over budget and employees okay. Ms. Grinzinger asks the amount of years of experience.

Mayor Edmonds answers that some combination of those would work. Ms. Grinzinger then asks if the Council would accept a lesser degree with more experience. Mayor Edmonds replies that if someone has been a strong Deputy City Manager for 4 years and has only been a City Manager for 3 that would be fine. Council Member Anne Brown then says that she doesn't believe they would have the depth of work experience in only three years. Council Member Nicole Brown inserts that if they had 3 years of deputy city manager experience and 2 years of an executive position somewhere else could they combine those years. Mayor Edmonds says that they should have at least 5 years of professional experience. Ms. Grinzinger says that 5 years of professional experience at a City Manager, Assistant City Manager or a Township Village Exec with significant responsibility, different combination of experience and education will be considered, ICMA also for the code of ethics, to summarize.

Mayor Edmonds asks if some are going to be ICMA members who have had a public work status. Ms. Grinzinger says that is a very good point ICMA, MML professionals, Requisite professional associations. She says that the other thing this gives the Council is a person who has invested in their continuing education, that they are staying current and on top of things. Mayor Edmonds says someone who has demonstrated to be a lifelong learner; whatever role they've been in they have continued to learn. Ms. Grinzinger asks if they want this person in their minimum to have any kind of specific history of a budget director or finance person. Mayor Edmonds says she feels like they've needed to have overseen the budget and the staff as well. Council Member Robb says that he thinks that and Marilou should be part of it building a strong team. Mayor Pro-Tem Richardson says April did a lot of work on the budget and she had strong input. Council Member Robb then says that April was a department head that means you have department heads that has input in the budget and has experience. Mayor Pro-Tem Richardson then says that she was saying she worked with Marilou on the budget. Ms. Grinzinger asks if she was the Deputy Manager. Mayor Pro-tem Richardson answers yes. Council Member Vogt says he prefer economic development and budgeting management skills.

Ms. Grinzinger says that maybe the finance stuff is more important to you than budget stuff as you have a finance director responsible for budget stuff and a treasurer responsible for accounting stuff. The finance stuff is tying money to goals and priorities, someone before said that you need someone skilled in labor negotiations. Council Member Anne Brown asks if that is HR. Ms. Grinzinger says yes maybe, and then asks if the City has an HR Director. Mayor Edmonds answers that she is an interim. Ms. Grinzinger says that HR does mechanic but it is up to a team leader to find the holes and figure out which people fit there. Mayor Edmonds says she feels like that is an important part, a team building, internally, externally, strong history of working with a lot of different partnerships. Ms. Grinzinger says that the Mayor had mentioned that. Council Member Anne Brown says that they need a vision caster, someone who can keep it out there in front of people but can also bring it home in term of execution. Council Member Robb says we don't want to hire someone based on the previous manager's failings. We'd ask the previous manager to do something that would take years and this wasn't big stuff, we would ask for information and it would go into a black hole. Ms. Grinzinger asks Council Member Robb to define that for her. Council

Member Robb replies that he just wants someone who gets things done. Its quantity work, if a constituent asks for something me maybe the most important thing for them, we need to make this about priority. Council Member Murdock says he always thought of the little things in terms of constituent service and customer service and some of the things are important to follow through on. Ms. Grinzinger asks if they want this person to be a detailed, processed person. Council Member Vogt says no what you need is a good manager that makes the people under him get things done. Council Member Robb says they also have to manage details involved in this. In which you have meetings and saying these things need to get done a d how far you are on it. Ms. Grinzinger says these are important things to figure out and you have to be on the same page. Mayor Edmonds says she wants someone who is strategic, prioritizing and can delegate. Council Member Nicole Brown adds to this by saying someone who can close the loop, the loop has never been closed on things. Council Member Anne Brown says that a part of that is because Council gives conflicting information and targets on what is important. She says that Council needs to be consistent on what they want. Ms. Grinzinger says they have to figure out what is yours and what is the manager. Council Member Anne Brown says yes.

Mayor Edmonds says she wants a strong manager. Ms. Grinzinger says that we do know that customer orientations is very important, someone who will respond when they are asked things. Council Member Murdock says it's not just about him it's about the organization. Council Member Anne Brown says the person has to be able to foster community from the top down that means to me whatever the council deems is important then that is what the person should try to accomplish. Ms. Grinzinger says that she is going to guess that maybe someone who has some skills in facilitating goals and measurable maybe really helpful to you. Mayor Edmonds says that when she said strategic that is what she meant. Ms. Grinzinger says this would give you that closing the loop reporting, if you set a calendar. Mayor Edmonds says more than having experience would be strength. Ms. Grinzinger asks so in our skill set. Council Member Vogt says the problem they've had on this subject matter broadly speaking is staff shortages. So, to the extent we have to overcome those obstacles closing projects, that's a measurement thing but facilitating and getting it done during a staff shortage is a problem. He says that when he said management he was talking bout the general idea that a manager is supposed get other people to do things and follow up on the details to get done through objective management. Mayor Pro-Tem Richardson says that the person needs to be able to do this without micromanagement. Ms. Grinzinger says that is what she was trying to say, she then moves on saying that they have talked about project management and she is talking about someone who can track all of the things going on and set deadlines. Mayor Edmonds says that can't afford to not have a well-oiled machine. Council Member Anne Brown says it's just a gap over the last few years and there were some things that were lost in transition.

Ms. Grinzinger says you have a significant number of new folks in highly responsible positions; some of the things you may be talking about are that there is no muscle memory in process. Council Member Anne Brown says that one of the things that were missing was the evaluation of staff. Ms. Grinzinger says let's do that, find staff, recruit and evaluate. Mayor Edmonds says she thinks that development is very important, she'd like to put under attribute emotional intelligence. Ms. Grinzinger says being able to figure out what someone is thinking and feeling and what they are saying and putting yourself in that place. That is a really long definition. Council Member Anne Brown says add in their relationships with surrounding communities. Mayor Edmonds then says that they didn't explicitly say someone who is a good planner. Council Member Vogt says goal setting and planning. Ms. Grinzinger points out that they are not talking about urban planning they're talking about setting steps. Council Member Murdock says that organizational skills are not planning. Ms. Grinzinger says that one thing she is not seeing here is that you guys mentioned several times that people have a bad perception of the City. Mayor Edmonds adds skilled communicator. Ms. Grinzinger says she think they are talking about external. Council Member Anne Brown says you have public communication on one part of the board. Ms. Grinzinger says that is more than being a skilled communicator has to have a special need for building a message and getting it out. Council Member Murdock says it's not just external it's internal with us and the staff. Mayor Edmonds then says she thinks it's a fairly valuable skill, we do all to with state and federal grants and we need someone who is creative with knowledge and knows how to raise revenue with money in different ways.

Ms. Grinzinger asks if they have grant writers. Mayor Edmonds answers no. Ms. Grinzinger then asks if they have any internal engineers or external, pointing out that a lot of the time your engineers will take care of that type of grant writing for you. Council Member Robb says they want someone who's an expert at hiring people. Council Member Anne Brown says they want someone who sis good at emerging issues in municipal government. Ms. Grinzinger says sustainability issues and alternatives. Mayor Pro-Tem Richardson says she would like to see someone who is not opposed to and open to suggestions and ideas that council even to the point of we don't have a grant writer but we live in the county where there are five university and students are always looking opportunities especially grant students. Ms. Grinzinger asks if they could be more general about that too, because we said more creative resourceful and more open to general methods to get stuff done. Mayor Edmonds says it goes back to their resourcefulness, she wants to clarify that she was thinking specifically that they need someone who knows what the relationship and how to work a relationship. Not just someone who can write a grant but someone who knows who to talk to and can navigate. Ms. Grinzinger says they might get someone with capability with the 3 to 5 years. If you put a questionnaire together tell me about your most innovative project. Council Member Anne Brown asks if Ms. Grinzinger writes the questions for the interview. Ms. Grinzinger replies that she does and she will run them by Council for their feedback. She says that everyone will ask the same question so no one will get sued. Mayor Edmonds says she would like collaborative too. Ms. Grinzinger adds that to the attributes. Council Member Anne Brown says that she wants to add on consensus building. Ms. Grinzinger says that these are things that we can prove too through the reference and resume, if they managed a project if they have gotten development stuff done, if they have been responsible for public relationship and branding. Mayor Edmonds says that having proven experience while having limiting resources is important, or something in a particular difficult environment.

Council Member Robb says if you had that job would you be looking a job just like it. Seriously, people who've deal with limit funds do not want to deal with that again. Council Member Anne Brown says there are people who specialize in turning things around. Ms. Grinzinger says those are short term people. Council Member Robb replies that yes they are short term people, but are they City Managers; we can hire someone who all sort of crazy things get us back on track starting tomorrow. I appreciate what the Mayor said I just don't think that people would want to be back in that type of job. Ms. Grinzinger says that Council Member Robb is right there are people who specialize in it; they go short term at about 2 years. Council Member Murdock says he can't imagine any perspective applicant you couldn't' ask a question about what their greatest problem was. Ms. Grinzinger says you couldn't have managed few of the states in this country without having budget trauma the last 5 to 10 years. Mayor Edmonds says that she does a lot of coasting with the Ann Arbor Mayor and the environment that they operate in and our environment is very different. Ms. Grinzinger says that they went through that under the former City Manager about a 1million dollar budget cut. They are coming back faster. Council Member Vogt says he has a list for attributes including objective, principals. Council Member Murdock says whatever would fit the opposite of ridged. Ms. Grinzinger says adaptable. Council Member Nicole Brown says she's not sure that is the world she wants, when she see the word calm, she wants someone who can be calm but also be fiery to get the job done. Ms. Grinzinger asks if the word is centered. Council Member Nicole Brown says that they should have the ability to remain calm and control their emotion. Council Member Anne Brown says professionalism. Mayor Edmonds says that they want someone personable. Council Member Robb says tis the former City Manager was very much a politician. He says his role of City manager should be bringing something to council if council doesn't agree the Manager should explain their position.

Ms. Grinzinger says lets double check the skills. HR, talent pool building and labor negotiator, grant financial acumen, team builder, strong facilitation of goals and objectives, has done economic development, project management skills, ability to build relationships and partnerships and negotiate agreements with partners, external communicator can build a message, internally inner personally with staff, a familiarity with emerging municipal issues and sustainability issues. Right off the bat you have two different people in your attribute list. You're looking for someone who an external relationship is building a partnership person and heavy duty communicator, that's one thing. Second thing you are

looking for someone who is innovative adaptive can work with limit resources and work around all those different things. Also though there is a certain amount of detail delegation outcome based customer service, there's a little bit of that stuff going on too. This is very interesting to me, someone who remains calm, focused on the mission focused on the outcome, principal objective that is also energetic. Okay so here's where that crosses creative resources alternatives driven energetic adaptable relationship building external oriented planner calm principal focus balance. Mayor Edmonds says she doesn't feel they have to have someone that is the main external face. Ms. Grinzinger says that's not bad because you have little bit of left brain person and little bit of a right brain person. Council Member Anne Brown asks in Ms. Grinzinger experience is the City Manager the face. Ms. Grinzinger says it depends on the culture. Council member Anne Brown says she's seen some City Managers here in the past that were but the last one was not. Ms. Grinzinger says some people are not some people are more managers. Council Member Robb asks Council Member Anne Brown to repeat what she had said. Ms. Grinzinger replies the face of the city. Council Member Robb asks if they thought the 2 previous Mangers were the face of the city. Council Member Anne Brown says she was talking prior to that. Ms. Grinzinger says there are times when the City Manager will be the face of the city and things like. Mayor Edmonds says to her it's a competency to understand the external relations which negotiating with neighboring entities.

Council Member Anne Brown says she sees the need for that at this point but may be not in the long term. Ms. Grinzinger says especially if you're talking about disconnect with the community. Council Member Anne Brown says she thinks they need someone who is ready to go out and say this is who I am and this is what the Council plan is. Ms. Grinzinger says sometime those people take the hits for you, and sometimes when they do that for you those really tough budget delivery things, like do you want to lose your fire department or your police department. Okay guys are you happy, did with miss anything, do we disagree with anything. Do you want to look at it one more time, because when I'm done I'm done? We talked about a list this afternoon with Frances about a list and we will invite about 25 to 30 people hopefully 12 of them will show up. What I did was suggest that there should be someone from the planning district, DDA, historic district. It really depends on this community where your group comes from. Mayor Edmonds says she passed it on to Manager Frances and she has a pretty comprehensive list. Mayor Pro-Tem Richards says she wants to be able to put into that list. Mayor Edmonds says she aggress and will send out what Manager Frances said. Ms. Grinzinger says it's kind of hard to do that one on one I'd have to go back to make sure we didn't already say that. You guys have to hear it too; you have to hear each other. The same is true about the staff, they need different things. Anything else I need to know before I let you go. I forgot to refill my business cards so I am going to give my phone number. If there's anything you forgot you can call Frances and the Mayor has my email address. The next time I'm here will hopefully be in the next 10 days or so to meet with your leaders. You can tell me when to show up and I will show up and I will set up this type of meeting with different questions. The next time you hear from me will be with a transcription of all of the notes I've taken over the few days and a drafted broacher copy.

Mayor Pro-Tem Richardson asks Ms. Grinzinger if she wants them at the meeting. Ms. Grinzinger says no. Mayor Edmonds asks if she is going to share the meeting information with the department heads. Ms. Grinzinger says yes she will. Mayor Pro- Tem Richardson then asks if the meeting will be in 10 days. Ms. Grinzinger says her next meeting with Council will be a closed session to bring a list of candidates. The next thing they will receive from her will be the broacher. Council Member Anne Brown asks if the meeting will be recommendation. To which Ms. Grinzinger replies yes. Mayor Edmonds opens the meeting up to audience participation.

X. AUDIENCE PARTICIPATION -

1. Phil Donovan, 32 N. Huron, World of Rocks, stated his business will be expanding and he is waiting on HDC approval.

XI. ADJOURNMENT –

Mayor Pro-Tem Richardson moved, seconded by Council Member Vogt to adjourn the meeting.

On a voice vote, the motion carried, and the meeting adjourned at 9:36 p.m.

REQUEST FOR LEGISLATION
September 20, 2016

To: Mayor and City Council
From: Frances McMullan, Interim City Manager
Date: September 20, 2016
Subject: MERS 70th Annual Meeting

SUMMARY/BACKGROUND:

It is requested that the City Council agenda for September 20, 2016 include consideration of a resolution authorizing the attendance of one delegate to attend the Municipal Employees' Retirement System (MERS) Annual Meeting, scheduled for September 28-29, 2016, in Acme, MI.

MERS requires an election by secret ballot for the employee delegate. The election process was conducted from April 13, 2016 through May 26, 2016. The employees elected Gregory Swafford from Parking Code Enforcement as the employee delegate, with Aaron Phillips from the Department of Public Services as the alternate.

The registration fee is $250 per person. Because the MERS Annual Meeting is being held in Acme, MI, and activities will be held at night, lodging will be necessary at the cost of $180 per night, plus tax. A two night stay is required. Therefore, the total amount of funds required to attend the meeting will be $610 plus tax and mileage reimbursement.

RECOMMENDED ACTION:

It is recommended that the City Council approve the selection of Gregory Swafford as delegate to attend the MERS Annual Meeting. Should he be unable to attend, Aaron Phillips would be the alternate to take his place.

ATTACHMENTS: Proposed Resolution

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CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: 09/20/2016

CITY MANAGER COMMENTS:

FINANCE DIRECTOR APPROVAL: _____

Resolution No. 2016-216
September 20, 2016

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, the Municipal Employees' Retirement System of Michigan covers all full-time City employees excluding Fire and Police Pension system Members, and

WHEREAS, the Municipal Employees' Retirement System is holding its annual meeting September 28-29, 2016 in Acme, MI and

WHEREAS, the Municipal Employees' Retirement System allows an employee delegate to be elected by secret ballot to attend the conference, and

WHEREAS, the employees have elected Gregory Swafford from Parking Code Enforcement as delegate with Aaron Phillips from the Department of Public Works as the alternate,

THEREFORE, BE IT RERESOLVED, that these employees be appointed as employee delegate and alternate.

OFFERED BY:_____

SUPPORTED BY:_____

YES: NO: ABSENT: VOTE:

Resolution No. 2016 – 217
September 20, 2016

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

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

NAME	**BOARD**	**TERM EXPIRATION**
Heather Khan (appointment) 711 Cambridge Ypsilanti, MI 48197	Zoning Board of Appeals	9/20/2019

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

Print

Citizen Advisory Boards and Commissions Participation Resume - Submission #157

Date Submitted: 7/26/2016

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*

Heather Khan

Email Address*

[redacted]

Address

[redacted]

City

Ypsilanti

State

MI

Zip Code

48197

Phone Number*

[redacted]

Fax Number

Number of Years in the Community

Living in the community: 1, Working in the community: 5

Ward You Live In

2

Education

Ph. D. in Urban and Regional Planning (Florida State University, 2008), Master of Urban Planning (Wayne State University, 2004)

Occupation

Associate Professor of Urban Planning

Employer

Eastern Michigan University

I would like to be considered and could devote sufficient time to serve on the following board or commission:

- ☐ Board of Review
- ☐ Board of Ethics
- ☐ Civil Service Commission
- ☐ YCUA
- ☐ Ypsilanti Downtown Development Authority
- ☐ Economic Development Corporation/Brownfield Redevelopment Authority
- ☐ Historic District Commission
- ☐ Housing Commission
- ☐ Human Relations Commission
- ☐ Planning Commission
- ☐ Property Maintenance Construction Board of Appeals
- ☐ Parks and Recreation Commission
- ☐ Ann Arbor Transit Authority
- ☐ Police and Fire Pension Board

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

I would like to be considered and could devote sufficient time to serve on the Zoning Board of Appeals (ZBA). After working in the community for 5 years, last year I chose to make Ypsilanti my permanent home. As an urban planning educator, I am excited by the progress I have witnessed since beginning my work at EMU in 2011. Now, as a city resident, I feel even further invested in the community and would relish the opportunity to be more involved.

Work/volunteer experience related to the board or commission:

Please see above.

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

REQUEST FOR LEGISLATION
September 6, 2016

From: Stan Kirton, Public Works Director

Subject: Contract with Doan Construction, Inc. for Sidewalk Ramp Replacement Program

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SUMMARY & BACKGROUND:

To comply with the consent judgment handed down in the Ann Arbor Center for Independent Living vs. the City of Ypsilanti, the City along with Orchard Hiltz and McCliment, Inc. has developed the Sidewalk Ramp Replacement Program. The program began in September of 2008 and continues annually.

The 2016 Sidewalk Ramp Replacement Program will be done in two phases due to different requirements associated with the funding. Funding for the first phase includes Metro-Act funds as well as General Fund monies to add additional ramps per the Fourth Consent Decree to the recently completed Prospect Road Project and the installation of additional sidewalk ramps throughout the City.

Bids were solicited for phase one of the sidewalk Ramp Replacement Program on MITN. Five (5) sealed bids were received by the August 26, 2016 deadline and publicly opened by the Deputy City Clerk. The bids ranged from $266,977.00 to $98,862.95. The bids were reviewed for compliance with the City's advertised specifications, including ordinance requirements and bond requirements.

City Staff and OHM recommend that the City Council award phase one of the 2016 Sidewalk Ramp Replacement Program Contract to Doan Construction, Inc., 3670 Carpenter Road, Ypsilanti, MI 48197 for the amount of $98,862.95.

Attachments: Resolution, Bid Tabulation, Contracts

Recommended Action: Approval

Date Received: August 30, 2016 Agenda Item No.: _____

For Agenda of September 6, 2016

City Manager Comments: _____

Finance Director Approval: _____

Council Action Taken: _____

Tabled September 6, 2016
Resolution No. 2016 - 200
September 20, 2016

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, bids were duly advertised for The 2016 Sidewalk Ramp Replacement Program; and

WHEREAS, five (5) bids were publicly opened on Friday, August 26, 2016 at 2:00 p.m. and reviewed for compliance with bidding qualifications and project specifications; and

WHEREAS, the bid submitted by Doan Construction Co., Inc., 3670 Carpenter Road, Ypsilanti, MI 48197, best meets the project specifications and qualifications and is in the best interests of the City; and

WHEREAS, Metro-Act Funds and General Fund monies have been allocated for the 2016 Sidewalk Ramp Replacement Program;

NOW THEREFORE BE It RESOLVED THAT the City Council awards the bid to Doan Construction Co., Inc. in the amount of $98,862.95 for the construction of ADA sidewalk ramps on Prospect Road and throughout the City during the 2016-17 construction season; and

THAT the Mayor and City Clerk are authorized to sign the necessary contract documents, subject to approval by the City Attorney, to facilitate the completion of this work.

FURTHER, that the City Manager is authorized to sign change orders for additional ramp repairs subject to the approval by the City Attorney.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

ADDENDUM TO AGREEMENT FOR SERVICES

This Addendum shall be a part of a certain Agreement between the CITY OF YPSILANTI, a Michigan municipal Home-rule corporation of One South Huron Street, Ypsilanti, Michigan 48197 referred to as "CITY", and _____ _____, of _____ _____, Michigan, referred to as "CONTRACTOR", a _____ _____. (sole proprietor, corporation, partnership, etc.).

1. This Addendum is an addition and amendment to the primary Contract between the parties. In an event of a conflict between the language of this Addendum and the primary Contract, the language and terms of this Addendum shall take precedence.

2. 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.

3. The parties understand and agree that the CITY may terminate this Contract at any time with or without notice. In such event the CONTRACTOR will be compensated for work already completed

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

5. The parties agree that time is of the essence in the performance of this Contract by the CONTRACTOR.

6. 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.

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

8. 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.

9. 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.

10. 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.

11. 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."

12. <u>Insurance.</u>

a. 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 <u>City Manager</u> of the CITY prior to the inception of any work.

b. Each certificate or policy shall require that, thirty days prior to cancellation or material change in the policies, notice thereof shall be given to the CITY by

registered mail, return receipt requested, for all of the following stated insurance policies. All such notices shall name the CONTRACTOR and identify the contract number.

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

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

e. All policies and certificates of insurance of the CONTRACTOR shall contain the following clauses:

(1) The clause "other insurance provision" in a policy in which the CITY is named as an insured, shall not apply to the CITY.

(2) 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.

(3) 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.

(4) The CITY (at its option) shall be listed as an Additional Named Insured on the following insurance coverages provided by the CONTRACTOR.

YES ____	NO ____	1)	Comprehensive General Liability
YES ____	NO ____	2)	Automobile Liability
YES ____	NO ____	3)	Owners Contractors Protective Liability

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

(1) Worker's Compensation insurance with Michigan statutory limits and employers' liability insurance with minimum limits of $500,000 each accident.

(2) General Liability insurance with a minimum limit of liability per occurrence of $1 Million Combined Single Limit (Bodily Injury/Property Damage), with no aggregate..

This insurance shall indicate on the Certificate of Insurance the following coverages:

(a) Premises - Operations
(b) Independent Contractor and Subcontractors
(c) Products and Completed Operations
(d) Broad Form Contractual
(e) Broad Form Liability Endorsement

(3) Automobile Liability insurance with minimum limits of liability, per occurrence, of $1 Million Combined Single Limit (Bodily Injury/Property Damage) unless otherwise indicated in the "Special Conditions" of the Contract

specifications. This insurance shall include for bodily injury and property damage the following coverages:

(a) Owned automobiles
(b) Hired automobiles
(c) Non-owned automobiles

(4) Protective Liability Insurance: Owners and Contractors. The CONTRACTOR shall provide the original and duplicate policy of insurance to the City Manager. This insurance contract shall name the CITY as the insured and remain in effect until the contract is accepted by the CITY.

The insurance shall provide minimum limits of liability per occurrence of $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.

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

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

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

(8) 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.

g. 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 monies due the CONTRACTOR.

h. 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.

i. 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.

j. Certificate of Insurance; required language. The Certificate of Insurance obtained by the CONTRACTOR shall contain the following language: "The City of Ypsilanti, Michigan, its elected officials, officers, employees, boards, commission, authorities, voluntary associations, and any other units operating under the jurisdiction of the City and within appointment of its operating budget, including the City of Ypsilanti, are named as additional insured, and such coverage shall be considered to be the primary coverage rather than any policies and insurance or self insurance retention owned or maintained by the City of Ypsilanti."

13. Conflict of Interest. The CONTRACTOR covenants that the CONTRACTOR (individually, or if a corporation, trust, limited liability company or partnership, "the entity") nor any officer, principal, partner, agent or employee of the entity 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. Further that if any such conflict of interest develops and exists during the term of the contract that the CONTRACTOR shall, within 7 days of the existence of such conflict of interest, notify the CITY in writing of the existence and nature of the said conflict of interest.

14. 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 annual 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.

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

16. The CONTRACTOR further agrees not to discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, national origin, disability as set forth in the American's With Disability Act, Michigan PWDA, age, height, weight, or marital status (except insofar as it relates to a bonafide or

occupational qualification reasonably necessary to the normal operation of the business). Breach of this provision may be regarded as material breach of the Agreement.

17. Permits. The CONTRACTOR shall secure and bear the cost of any permits or licenses of a temporary nature necessary for the prosecution of the work. In particular, he shall secure and bear the cost of shutting off and turning on public services of every nature which may be required by his operations. Where such discontinuance of service affects consumers, due and sufficient notice shall be served upon those so affected.

18. Davis-Bacon Act. Pursuant to the Davis-Bacon Act (Title 29, 40 UCS Section 276A-276A-5), the rates of wages paid to employees of the CONTRACTOR on this work shall be no less than the prevailing wages for this locality to all class of workers employed by the CONTRACTOR on this improvement, as set forth in the Code and Act.

19. Improvement of Real Property or Performing Management Construction Services. In the event the contract provides for improvement of real property or performing management construction services as provided in MCLA 125.1591, the following provisions apply:

(A) A contract between CONTRACTOR and the CITY for an improvement as provided above shall contain the following provisions:

(a) That if a CONTRACTOR discovers one or both of the following physical conditions of the surface or subsurface at the improvement site, before disturbing the physical condition, the contractor shall promptly notify the CITY of the physical condition in writing:

(i) A subsurface or a latent physical condition at the site is differing materially from those indicated in the improvement contract.

(ii) An unknown physical condition at the site is of an unusual nature differing materially from those ordinarily encountered and generally recognized as inhering in work of the character provided for in the improvement contract.

(b) That if the CITY receives a notice under subdivision (A), the CITY shall promptly investigate the physical condition.

(c) That if the CITY determines that the physical conditions do materially differ and will cause an increase or decrease in costs or additional time needed to perform the contract, the CITY's determination shall be made in writing and an equitable adjustment shall be made and the contract modified in writing accordingly.

(d) That the CONTRACTOR cannot make a claim for additional costs or time because of a physical condition unless the CONTRACTOR has complied with the notice requirements of subdivision (A). The CITY may extend the time required for notice under subdivision (A).

(e) The CONTRACTOR cannot make a claim for an adjustment under the contract after the CONTRACTOR has received the final payment under the contract.

(B) If the CONTRACTOR does not agree with the CITY's determination, with the CITY's consent the CONTRACTOR may complete performance on the contract.

(C) At the option of the CITY, the CONTRACTOR and the CITY shall arbitrate the CONTRACTOR's entitlement to recover the actual increase in contract time and costs incurred because of the physical condition of the improvement site. The arbitration shall be conducted in accordance with the rules of the American Arbitration Association and judgment rendered may be entered in any court having jurisdiction.

20. Living Wage.

A. (1) If this contract involves $25,000, or more, Living Wages shall be paid according to the Ypsilanti Living Wage Ordinance No. 892 (The Ordinance) and City Code Section 2-298(8); and

(2) Suitable notices shall be posted in the work place; and

(3) Evidence of compliance including payroll records shall 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.

21. Minimum Wage.

A. (1) The CONTRACTOR must pay minimum wages to all employees according to Ordinance No. 1217 (The Ordinance) and City Code Section 2-2112.

(2) The CONTRACTOR must post suitable notices in the work place.

(3) The CONTRACTOR must provide evidence of compliance, including payroll records, 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 Minimum 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.

22. Not in Default to City. The CONTRACTOR hereby certifies that the CONTRACTOR is not in default to the CITY, and that there are no unpaid taxes, real or personal, owed to the CITY by the CONTRACTOR, and the CONTRACTOR has no other unfulfilled obligations to the CITY and is in compliance with all Ypsilanti City codes and ordinances. The parties understand that a breach of this provision is a material breach of the contract.

23. American's With Disabilities Act Compliance. If this contract alters or resurfaces any streets, intersections, sidewalks, or curb ramps, CONTRACTOR shall ensure that each portion of the project, to the maximum extent feasible, shall be altered in such manner that the altered portion of the facility is readily accessible to and usable by individuals with disabilities. Each project shall comply with the American's With Disabilities Act requirements, including 28 C.F.R. §§ 35.151(b),(c),(e)(1) and (e)(2) and 28 C.F.R. Part 36, App. A, the ADAAG.

Note: The City of Ypsilanti has chosen to follow the ADAAG standards rather than the UFAS standards. *See* United States Department of Justice ADA Title II Technical Assistance Manual, Section II-6.2100)

As used in this Section, the term "resurface" shall have the definition given by the United States Department of Justice Title II Technical Assistance Manual § II-6.6000 "Resurfacing beyond normal maintenance is an alteration. Merely filling potholes is considered to be normal maintenance."

As used in this Section, the term "to the maximum extent feasible" shall have the meaning set forth at 28 C.F.R. § 36.402(c).

As used in this Section, the term "readily accessible to and usable by persons with disabilities" shall have the meaning set forth at Section II-6.1000 of the US Department of Justice ADA Title II Technical Assistance Manual, and set forth at 28 CFR Appendix B Section 36.401.

24. The Contract and its attachments, and this Addendum, 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.

25. Except in amounts less than $20 million, CONTRACTOR certifies that it, its successor, its parent company, or any of its subsidiaries or subunits does not engage in the practice of committing or contributing funds or property, extending credit, or contract for goods or services to develop petroleum resources, natural gas resources, or nuclear power in Iran.

IN WITNESS WHEREOF, the undersigned have set their hands this _____ day of _____, 20____.

In the presence of:

_____

_____

_____

_____

APPROVED AS TO FORM:

_____
JOHN M. BARR P-10475
Ypsilanti City Attorney

CONTRACTOR

BY: _____
Print:
Its:

CITY OF YPSILANTI, a Michigan
Municipal Home-rule City

BY: _____

City Manager

ARCHITECTS. ENGINEERS. PLANNERS.

OHM Advancing Communities™

August 30, 2016

City of Ypsilanti
One Huron Street
Ypsilanti MI 48197

Attention: Stan Kirton
Director of Public Services
City of Ypsilanti

Regarding: Bid Results
2016 Ramps

Dear Mr. Kirton:

Sealed bids for the 2016 Ramps were received and publicly read aloud at 2:00 pm on Friday, August 26, 2016 in the City of Ypsilanti Council Chambers. Proposals were received from five (5) bidders with as-checked results ranging from $98,862.95 to 266,927.00. The detailed bid tabulation is attached.

Doan Construction Company was the low bidder on the project. All required information, including bond surety, statement of qualifications, and subcontractors listing, has been provided.

We have reviewed the documentation submitted by Doan Construction Company and have found it to be acceptable. We have also reviewed the qualifications submitted by Doan Construction Company and have found them to be qualified and in good standing.

Upon approval of the contract by City Council, OHM will deliver the contract books to Doan Construction Company for signature and preparation of the appropriate bonds and insurances. Once the contractor has returned the signed books with the appropriate bonds and insurances, the contract can be executed, and work can begin.

Should there be any questions, please contact this office at (734) 522-6711.

Sincerely,
OHM Advisors
Marcus J. McNamara

CC: Frances McMullan, City Manager

P:\0000_0100\0094160030_2016_Ramps_Construction\100 Administration\100.03 Award Letter\Bid_Results_Ramps.docx\

Attachment: Bid Tab

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

Tabulation for Bids Received on 8/26/16
2016 Ramps
City of Ypsilanti, Washtenaw County, State of Michigan
OHM Job Number 0094-16-0030

Item No.	Description	Estimated Quantity	Doan Construction Co. 3670 Carpenter Rd. Ypsilanti, MI 48197 Phone: 734-971-4678 Unit Price	Amount	GM and Sons, Inc. 6784 Whitmore Lake Rd. Whitmore Lake, MI 48189 Phone: 734-929-1259 Unit Price	Amount	Saladino Construction Co., Inc. 3303 North Territorial Rd. W Ann Arbor, MI 48105 Phone: 734-665-5913 Unit Price	Amount	Century Cement Co., Inc. 12600 Sibley Rd. Riverview, MI 48193 Phone: 734-284-8770 Unit Price	Amount	Lacaria Concrete Construction 3720 Central Ave. Detroit, MI 48210 Phone: 313-843-3865 Unit Price	Amount
	CATEGORY 1 -Prospect Ramps											
1)	Mobilization, Max 5%	1 LS	$1.00	$1.00	$7,000.00	$7,000.00	$6,500.00	$6,500.00	$7,500.00	$7,500.00	$5,600.00	$5,600.00
2)	Traffic Control and Maintenance	1 LS	$1.00	$1.00	$2,900.00	$2,900.00	$3,000.00	$3,000.00	$25,000.00	$25,000.00	$30,000.00	$30,000.00
3)	Curb and Gutter, Rem	315 Ft	$11.00	$3,465.00	$16.00	$5,040.00	$10.00	$3,150.00	$23.50	$7,402.50	$25.00	$7,875.00
4)	Pavt, Rem	90 Syd	$25.00	$2,250.00	$28.00	$2,520.00	$15.00	$1,350.00	$1.00	$90.00	$25.00	$2,250.00
5)	Sidewalk, Rem	270 Syd	$10.00	$2,700.00	$28.00	$7,560.00	$15.00	$4,050.00	$18.00	$4,860.00	$25.00	$6,750.00
6)	HMA, 13A, Repair	36 Ton	$25.00	$900.00	$205.00	$7,380.00	$150.00	$5,400.00	$50.00	$1,800.00	$300.00	$10,800.00
7)	Curb and Gutter, Conc, Det F3	315 Ft	$33.00	$10,395.00	$25.00	$7,875.00	$38.00	$11,970.00	$30.00	$9,450.00	$35.00	$11,025.00
8)	Detectable Warning Surface	132 Ft	$30.00	$3,960.00	$35.00	$4,620.00 [1]	$45.00	$5,940.00	$60.00	$7,920.00	$135.00	$17,820.00
9)	Sidewalk Ramp, Conc, 6 inch	970 Sft	$7.61	$7,381.70	$6.50	$6,305.00	$7.00	$6,790.00	$6.00	$5,820.00	$10.00	$9,700.00
10)	Sidewalk, Conc, 4 inch	1645 Sft	$4.43	$7,287.35	$5.00	$8,225.00	$6.00	$9,870.00	$6.00	$9,870.00	$9.00	$14,805.00
11)	Post, Steel, 3 lb	28 Ft	$10.00	$280.00	$25.00	$700.00	$15.00	$420.00	$10.00	$280.00	$35.00	$980.00
12)	Sign, Type IIIB	18 Sft	$15.00	$270.00	$35.00	$630.00	$28.00	$504.00	$25.00	$450.00	$100.00	$1,800.00
13)	Pavt Mrkg, Polyurea, 12 inch, Crosswalk	856 Ft	$5.00	$4,280.00	$5.50	$4,708.00	$10.00	$8,560.00	$5.00	$4,280.00	$12.00	$10,272.00
14)	Surface Restoration	378 Syd	$0.01	$3.78	$11.00	$4,158.00	$7.00	$2,646.00	$4.00	$1,512.00	$15.00	$5,670.00
	TOTAL 1:			$43,174.83		$69,621.00 [3]		$70,150.00		$86,234.50		$135,347.00
	CATEGORY 2 -Additional Ramp Improvements											
15)	Curb and Gutter, Rem	400 Ft	$11.00	$4,400.00	$16.00	$6,400.00	$10.00	$4,000.00	$23.50	$9,400.00	$25.00	$10,000.00
16)	Pavt, Rem	45 Syd	$25.00	$1,125.00	$28.00	$1,260.00	$15.00	$675.00	$1.00	$45.00	$25.00	$1,125.00
17)	Sidewalk, Rem	423 Syd	$10.00	$4,230.00	$28.00	$11,844.00	$15.00	$6,345.00	$18.00	$7,614.00	$25.00	$10,575.00
18)	HMA, 13A, Repair	18 Ton	$25.00	$450.00	$205.00	$3,690.00	$150.00	$2,700.00	$50.00	$900.00	$300.00	$5,400.00
19)	Curb and Gutter, Conc, Det F3	400 Ft	$33.00	$13,200.00	$30.00	$12,000.00	$38.00	$15,200.00	$30.00	$12,000.00	$35.00	$14,000.00
20)	Detectable Warning Surface	240 Ft	$30.00	$7,200.00	$35.00	$8,400.00	$42.00	$10,080.00	$60.00	$14,400.00	$135.00	$32,400.00
21)	Sidewalk Ramp, Conc, 6 inch	1800 Sft	$7.61	$13,698.00	$6.50	$11,700.00	$7.00	$12,600.00	$6.00	$10,800.00	$10.00	$18,000.00
22)	Sidewalk, Conc, 4 inch	2000 Sft	$4.43	$8,860.00	$5.00	$10,000.00	$6.00	$12,000.00	$6.00	$12,000.00	$9.00	$18,000.00
23)	Pavt Mrkg, Polyurea, 6 inch, Crosswalk	1200 Ft	$2.10	$2,520.00	$2.50	$3,000.00	$6.00	$7,200.00	$2.10	$2,520.00	$12.00	$14,400.00
24)	Surface Restoration	512 Syd	$0.01	$5.12	$10.00	$5,120.00	$7.00	$3,584.00	$4.00	$2,048.00	$15.00	$7,680.00
	TOTAL 2:			$55,688.12		$73,414.00		$74,384.00		$71,727.00		$131,580.00 [2]
	TOTAL BID AMOUNT:			**$98,862.95**		**$143,035.00** [3]		**$144,534.00**		**$157,961.50**		**$266,927.00** [3]

CORRECTIONS

[1] Bidder's multiplication error was corrected.
[2] Bidder's summation error was corrected.
[3] Bidder's total was adjusted to reflect correction.

H:\Municipal_Group Operations\Bid Tabs\Ypsi City\[bidtab 0094-16-0030.xls]Sheet1

REQUEST FOR LEGISLATION
20 September 2016

From: Bonnie Wessler, City Planner

Subject: Reaffirmation of support: Nonmotorized crossing of I-94 and Lane Reduction of Hamilton, Huron, and Washtenaw

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SUMMARY & BACKGROUND:
In mid-2012, as a result of speed limit increases on Michigan Department of Transportation (MDOT) trunklines through the City enacted by the Michigan State Police, Council and Planning Commission directed staff to investigate potential options to increase safety on those roadways. Staff worked with MDOT and WATS to propose several lane-reduction scenarios, as the travel speed on these streets is directly correlated with the amount of "open space" available to drivers, and travel speed through dense residential/commercial areas is directly related to safety.

In 2013, WATS was awarded a grant to design a nonmotorized crossing over I-94. This was in furtherance of a project that the City and Ypsilanti Township had worked on with MDOT about seven years previously. This crossing would vastly improve pedestrian and bicyclist safety. As the two projects naturally correlate, the lane reduction project was put on hold so that the two projects could be linked and designed together.

In 2014, design checklists were provided by MDOT, preliminary studies were completed and tweaked, and final steps were decided upon. In March of 2015, Council held two public hearings at which they expressed unanimous support of both projects (full presentations and packet available here: http://cityofypsilanti.com/AgendaCenter/ViewFile/Item/515?fileID=764. WATS' presentation begins on page 31; staff's on page 45). In April of 2015, we were authorized to apply for a TAP grant for the I-94 crossing, with WATS' backing.

In June of 2015, however, there was a miscommunication which resulted in MDOT and other partners understanding that we were no longer interested in pursuing these projects; thus, both projects were stalled. Recently, MDOT and WATS have both inquired as to the City's level of interest in the projects. WATS would very much like to proceed with the I-94 crossing, and MDOT is in the process of creating their 2022 plan which may include resurfacing of M-17 (Washtenaw, Hamilton & Huron); thus, it is an excellent time to resume the projects.

Both the Planning Commission and the Non-Motorized Committee have passed resolutions recommending that Council renew their support of these projects so that we might renew our involvement. This resolution does not guarantee any further progress; it simply allows us to pick up where we left off. As the project develops- or fails to develop- Council will be appraised and involved.

RECOMMENDED ACTION: Approval

ATTACHMENTS: Resolution

PC Resolution of support
Nonmotorized Commission July Minutes (Resolution of Support on page 2)
Council Resolutions 2015-049 and 2015-051

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: _____

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____

Resolution No. 2016 - 218
September 20, 2016

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, in July 2012, Planning Commission directed staff to explore options to eliminate excess capacity on Hamilton, Huron, and Washtenaw, thereby providing bike lanes, vehicle parking lanes, and improving traffic safety; and

WHEREAS, July 17, 2012, City Council received a presentation on said project; and

WHEREAS, in September 2014 WATS presented a plan for a nonmotorized crossing of I-94, which incorporated the reduction in excess capacity, to Planning Commission who made a positive recommendation to City Council; and

WHEREAS, in September 2014 WATS presented that same plan to City Council who made a positive recommendation to MDOT; and

WHEREAS, per MDOT recommendation, a public hearing was held on 3/2/2015 before City Council on both the lane reduction and the I-94 crossing, which were supported by City Council with Resolutions 2015-049 and 2015-051; and

WHEREAS, MDOT and WATS have recently inquired as to the status of these projects;

NOW THEREFORE BE IT RESOLVED that City Council renews its support of the projects, be they joint or separate.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

Resolution No. 2016-1

RESOLVED BY THE PLANNING COMMISSION OF THE CITY OF YPSILANTI:

WHEREAS, in July 2012, Planning Commission directed staff to explore options to eliminate excess capacity on Hamilton, Huron, and Washtenaw, thereby providing bike lanes, vehicle parking lanes, and improving traffic safety; and

WHEREAS, July 17, 2012, City Council received a presentation on said project; and

WHEREAS, in September 2014 WATS presented a plan for a nonmotorized crossing of I-94, which incorporated the reduction in excess capacity, to Planning Commission who made a positive recommendation to City Council; and

WHEREAS, in September 2014 WATS presented that same plan to City Council who made a positive recommendation to MDOT; and

WHEREAS, per MDOT recommendation, a public hearing was held on 3/2/2015 before City Council on both the lane reduction and the I-94 crossing, which were supported by City Council with Resolutions 2015-049 and 2015-051; and

WHEREAS, MDOT and WATS have recently inquired as to the status of these projects;

NOW THEREFORE BE IT RESOLVED that the Planning Commission renew its support of the projects, be they joint or separate.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

Ypsilanti Non-Motorized Advisory Committee Meeting Minutes
July 7, 2016

1. Call to order - The meeting was called to order at 7:07pm, July 7, 2016 at the Ypsilanti District Library, 229 West Michigan Avenue. Committee members attending were Martha Cleary, Bob Krzewinski, Lena Reeves and Sarah Walsh.

2. Introductions
    a. Audience participation/public Input – None.

3. General business
    a. Agenda approval - A motion was made by Martha, seconded by Sarah, to approve the agenda, passing unanimously.
    b. Approval of June meeting minutes - A motion was made by Sarah, seconded by Martha, to accept the minutes, passing unanimously.
    c. Officer reports – Bob reported that the County Commissioners, at their July 6 meeting, agreed to place on the November ballot a 4-year tax millage for roads but with 20% of the funds going for non-motorized projects. Bob also reported that the Washtenaw County Parks & Recreation Commission is looking at a new County bike map order since the original printing is getting depleted. Bob will also talk to Tony Bedogne about coming up with an 8 ½" x 11" PDF version for printing using the Ypsilanti map on the County bike map.
    d. New Committee members - Bob will recommend to the Planning Commission that Cathie Kinzel be appointed to the Committee at their July 20th meeting. Martha also will soon be on the Downtown Development Authority giving another liaison to that group from the Committee.

4. Old business
    a. 2016 Committee priorities
        - Sidewalks – MDOT Ferris/Hamilton improvements, Washtenaw EMU HAWK – Bob will contact MDOT in August if no action appears imminent on Ferris/Hamilton curb cuts. The EMU HAWK signal work has started.
        - Bike lane additions – Forest Avenue bike lane Planning Commission meeting – The Forest Avenue bike lane (Prospect To River) will be on the agenda for the July 20th Planning Commission meeting with all Committee members urged to attend.
        - Border To Border Trail completion progress – Water Street Michigan Avenue HAWK, Frog Island, Park Street route, Grove Road – Bidding on the Michigan Avenue HAWK project is underway. Bob is working with the Washtenaw County Parks & Recreation Commission on re-routing (with signage) the B2B Trail on River Street to North Street in light of the imminent closing of Park Street at the railroad tracks.
        - Walk Friendly & Bike Friendly Community applications – Tony Bedogne will have a working session on the Bike Friendly application on July 20th, 2:30pm at B-24s Café.

- Pedestrian safety signage – MDOT letter request status - Bob will contact MDOT in August if no action appears imminent on Ferris/Hamilton curb cuts. Committee members also were strongly in favor of new pedestrian yield signs at the Elm/Congress crosswalk.
- Committee event participation & education –Parkridge Festival (8/27), Federal High Way Administration (FHWA) local safety education program – Volunteers needed for the helmet give-away at the Parkridge Festival from noon to 2:30pm with Bob coordinating. No new updates on a FHWA safety program.
- Bike Friendly Business program – No new updates.
- Traffic calming – Depot Town, Congress Street – No new updates.

b. I-94/Huron – Huron/Hamilton non-motorized improvements – This project seems to be moving again through the work of the County transportation-planning agency, WATS. With this in mind, a motion was made by Bob, seconded by Martha, that "The City of Ypsilanti Non-Motorized Advisory Committee urges the City Planning Commission, Mayor and City Council to support overdue and needed non-motorized improvements to the Huron Street overpass of I-94. The motion passed unanimously. Bob will also contact the Ann Arbor Area Transportation Authority to see if any special incentives can be enacted for cyclists to use the bus bike racks to traverse Huron Street from the City to the Township.

c. Non-motorized plan – Bonnie Wessler is actively working on this with a draft plan expected to go before the City Planning Commission in August.

d. Capitol Improvements Plan (CIP) inclusion of non-motorized projects – No update.

e. 2017 City budget non-motorized project recommendations – The Committee will set recommendations after the August 2nd election ballot takes place as how the Water Street millage request fares could determine actual funding for 2017 non-motorized projects.

5. New Business

a. Planning Department update - Bob called Bonnie Wessler earlier in the week with items discussed incorporated into the Committee meeting conversations.

b. Police Chief meeting report – Bob gave an overview of his recent meeting with the Ypsilanti Police Chief on non-motorized issues and will forward notes to the Committee about meeting details.

c. MDOT ADA curb cut priorities – City Council member Pete Murdock is attempting to set up a meeting with MDOT on non-motorized improvements in the City and requested assistance identifying deficiencies, especially curb cuts, on MDOT jurisdiction streets. The Committee assigned streets to survey and will plan to wrap up the survey by the Committee's August 4th meeting.

6. Other Items – Announcements – A deterioration of walking paths in Recreation Park was discussed.

7. Adjournment - A motion was made by Sarah, seconded by Martha, to adjourn the meeting, passing unanimously. The meeting was adjourned at 8:12pm with the next meeting being held Thursday, August 4th, 7pm at the downtown Library.

Resolution No. 2015-049
March 3, 2015

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, Ypsilanti City Council has identified a non-motorized crossing as a priority in numerous planning documents including the Shape Ypsi Master Plan, the City Non-Motorized Transportation Plan the City's Parks and Recreation Plan and the Long Range Transportation Plan for Washtenaw County; and

WHEREAS, Ypsilanti has previously worked with Ypsilanti Township, MDOT, Road Commission and other partners on concepts for a non-motorized crossing in 2005; and

WHEREAS, funding from the HUD sustainability grant provided for revisiting and updating concepts for a non-motorized concept, gaining public input from the community, and working with MDOT on a constructible, preferred concept; and

WHEREAS, the I-94 non-motorized crossing Steering Committee has identified a preferred option of a shared use path on the west side of the Huron bridge over I-94; based on community feedback, recommendation from the project consulting team, cost implications affecting the likelihood of implementation, and involvement of MDOT; and

WHEREAS, the Ypsilanti City Council previously approved the non-motorized crossing concept.

NOW, THEREFORE, BE IT RESOLVED THAT the Ypsilanti City Council reaffirm the west side shared use path as the locally preferred alternative; and

MAY IT FURTHER BE RESOLVED THAT the Ypsilanti City Council supports an MDOT Transportation Alternatives Program (TAP) grant application to finance the locally preferred alternative non-motorized crossing.

OFFERED BY: Council Member Robb

SUPPORTED BY: Council Member Murdock

YES: 7 NO: 0 ABSENT: 0 VOTE: CARRIED

Resolution No. 2015-051
March 3, 2015

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, Ypsilanti City Council has identified non-motorized transportation as a priority in numerous planning documents including the Shape Ypsi Master Plan, the City Non-Motorized Transportation Plan and the City's Parks and Recreation Plan; and

WHEREAS, the excess capacity of Washtenaw, Huron, and Hamilton encourage driving at speeds that discourage the use of non-motorized transportation in those areas; and

WHEREAS, increased speeds on Washtenaw, Huron, and Hamilton increase the likelihood of vehicle crashes causing serious harm to those involved; and

WHEREAS, Ypsilanti has a strong interest in protecting the safety of all road users; and

WHEREAS, the proposed road diet will not have a negative impact upon vehicle traffic, and will increase non-motorized transportation options and parking options.

NOW, THEREFORE, BE IT RESOLVED THAT the Ypsilanti City Council approve the proposed lane reduction on Washtenaw, Hamilton, and Huron.

OFFERED BY: Mayor Pro-Tem Richardson

SUPPORTED BY: Council Member Nicole Brown

YES: 7 NO: 0 ABSENT: 0 VOTE: CARRIED

REQUEST FOR LEGISLATION
September 20, 2016

To: Mayor and City Council

From: Beth Ernat, Director of Community and Economic Development

Subject: 13 N. Washington OPRA conditions extension

SUMMARY & BACKGROUND: The property under consideration is 13 North Washington, the former Pub 13. The property is located in the DDA OPRA District and in the Historic District.

The 9,000 sf, 2-story building was purchased by North Washington LLC in February, 2015. The owners are seeking to invest and rehabilitate this property to create The Back Office Studio (BOS), a professional co-working office space.

The property was approved for an OPRA on October 6, 2015 with the condition that completion of work and a certificate of occupancy be granted by July 31, 2016.

13 N. Washington missed the July deadline for completion due to unexpected delays with the project. The unexpected delays include, required to restructure their LLC per bank loan, required to hire a new general contractor per MEDC to qualify for CRP funds, and a new MEDC representative being appointed to our region and essentially the resubmission of paperwork required.

The State has accepted and approved the OPRA. The condition of completion is a local control item and not of issue with the State.

RECOMMENDED ACTION: We ask that 13 N. Washington be granted an 18 month deadline extension approval to March, 2018 in order to complete the co-working office space and still be eligible for the OPRA.

ATTACHMENTS: Resolution 2015-223

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: _____

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____

Resolution No. 2016 - 219
September 20, 2016

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, the City approved an OPRA for 13 N. Washington for the development of Back Office Studios on October 6, 2015 with the condition of completion of work and a certificate of occupancy be issued before July 31, 2016; and

WHEREAS, The owners have been reasonably delayed by factors of development and a state incentive request and have kept City staff aware of their timing and delays; and

WHEREAS, The City seeks to extend their approval period 18 additional months to allow additional time to complete renovation.

NOW THEREFORE BE IT RESOLVED THAT the Ypsilanti City Council extends the completion and certificate of occupancy deadline until March 2018 for the complete renovation of 13 North Washington for the development of Back Office Studios.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

AS AMENDED
Resolution No. 2015 - 223
October 8, 2015

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 #11-11-40-484-018 (13 N. Washington) 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 13 N. Washington has been certified functionally obsolete by the City Assessor per P.A. 146 in February 2014; 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 owners of the above referenced parcels, North Washington, 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, North Washington, 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 co-working 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 October 6, 2015; and

WHEREAS, the DDA has not opposed the issuance of OPRA certificate.

NOW, THEREFORE, BE IT RESOLVED THAT the 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 #11-11-40-484-018 (13 N. Washington) pursuant to the provisions of PA 146 of 2000, as amended, subject to completion of the renovations and awarding of full building certificate of occupancy by July 31, 2016, the final approval of exemption certificates by the State Tax Commission, and to the taxes on the property being paid on time be approved on First Reading.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

REQUEST FOR LEGISLATION
August 20, 2016

To: Mayor and Council

From: Chief Max Anthouard

Subject: Fire Station Solar System

SUMMARY & BACKGROUND:

Project Information:
To partake to the City of Ypsilanti goal of maximizing the use of alternate sources of energy, the Ypsilanti Fire Department (YFD) would like to partner with SolarYpsi to install a solar panel system on the roof of the Fire Station. Two main reasons motivate the realization of this project:

A. The system will generate 72% of the Fire Department electricity for a calculated estimated savings of $6,424 per year.
B. 80 – 85% of the electricity generated by DTE is produced with fossil fuels (mainly coal). The City will greatly enhance its participation in decreasing carbon dioxide emission.

The system will have 176 solar panels mounted on ballasted racks using concrete blocks. This amount appears to be the maximum number of solar panels that will fit on the roof without any shading. More panels could be added but at a lower efficiency due to intermittent shade. The solar installation would provide approximately 50kw of maximum power.

The project will have monitoring capability to allow the public to monitor the power generated on the roof of the fire station panel by panel.

To minimize the cost of the project volunteers and fire department personnel will participate to the non-technical aspect of the installation such as rack assembly and positioning of the panels on the roof. This work will be done under the supervision of a technician. A certified electrician will be contracted to handle all the wiring and technical parts of the project.

A bid was posted on MITN for the purchase of all the necessary equipment for the non-technical part of the project including the solar panels, raking system, inverters and optimizers. We received bids from two retailers / contractors.

- ***Nova Consultant Incorporated***: $66,000 for equipment only, with a possible $75,000 all installed option.
- ***Chart House:*** $45,223.53 for equipment only. This includes a government intensive discount. Chart House also added an all installed option for $80,967.

Several local solar energy contractors were invited to bid for wiring the installation and providing the equipment necessary to do so. An onsite mandatory meeting was set to present the project to interested parties. We received one bid from Sur Energy for $12,987.

Total cost for the project:

Equipment from Chart House		$	45,223.53
Electrician		$	12,987.00
Other equipment needed			
	Concrete balast	$	569.16
	Roof pad	$	464.00
TOTAL		$	59,243.69

Financing:

A $25,000 anonymous donation was made for the realization of this project. The remaining $34,243.69 will come from the energy efficiency and conservation fund (101-7-2651-999-13). There is $55,000 allocated in the 2016-2017 budget for energy efficiency projects.

RECOMMENDED ACTION: (Approval/Denial)

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: _____

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____

Resolution No. 2016 – 220
September 20, 2016

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

WHEREAS, the City of Ypsilanti has a goal of maximizing the use of alternate sources of energy: and

WHEREAS, the Ypsilanti Fire Department (YFD) would like to partner with SolarYpsi to install a 50 Kilowatts solar panels system on the roof of the Fire Station; and

WHEREAS, the system will generate 72% of the Fire Department electricity, provide a yearly savings of $6,424 and greatly enhance the City's participation to decrease carbon dioxide emission, and

WHEREAS; the $80,967 installed cost of the project is reduced to $34,243 by taking advantage of a governmental intensive, by having fire department personnel and volunteers installing the non-technical part of the system, and by receiving a generous $25,000 anonymous donation.

FURTHER, the $34,243 to finance the remaining part of the project will be expended from the energy efficiency and conservation fund account number 101-7-2651-999.

NOW THEREFORE BE IT RESOLVED THAT the Ypsilanti City Council authorizes the Fire Department to pursue action for the realization of this project; and

THAT, the City Manager is authorized to sign the purchase proposal for the equipment and to award the contract to wire the installation to Sur Energy.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

City of Ypsilanti Fire Station
50kW Solar installation
525 W Michigan Ave

Dave Strenski
September 11, 2016

Power Demands at the Fire Station

January's 2016 DTE bill was 8560kWh for 31 days. Average per day usage for January is (8560kWh/31) 276kWh per day. Ypsilanti get 4 hours of peak sun per day on average, so we need approximately (276kWh/4hr) 69 kW of solar panels to be 100% solar powered based on January's energy usage.

For Service at 525 W Michigan Ave, Ypsilanti, MI

DTE Electric Company Business Electric Service - Demand Pricing

Current Charges

Power Supply Charges:			
Power Supply Demand Charge	19	KW @ 12.90	245.10
1st 200 Hours use of Demand	3800	KWH @ 0.04396	167.05
Excess kWh	4760	KWH @ 0.03396	161.65
Other Power Supply Surcharges*			-1.71
Delivery Charges:			
Service Charge			13.67
Distribution Demand Charge	19	KW @ 8.99	170.81
LIEAF Factor			0.98
Energy Optimization			30.39
Other Delivery Surcharges**			5.78
Total DTE Electric Company Current Charges			**793.72**

Current Billing Information

Service Period	Dec 28, 2015 - Jan 28, 2016
Days Billed	31
Meter Number	8187359 18
Meter Reading	4481 Actual - 4588 Actual
Difference	107
Multiplier	80
KWH Used	8560
Max kW Demand	19

8560/31 = 276 kWh/day

Your next scheduled meter read date is on or around FEB 29, 2016

Usage History - Average per day

	Current Month	Last Month	Year Ago
KWH Usage	276	278	306
Change		0%	-9%

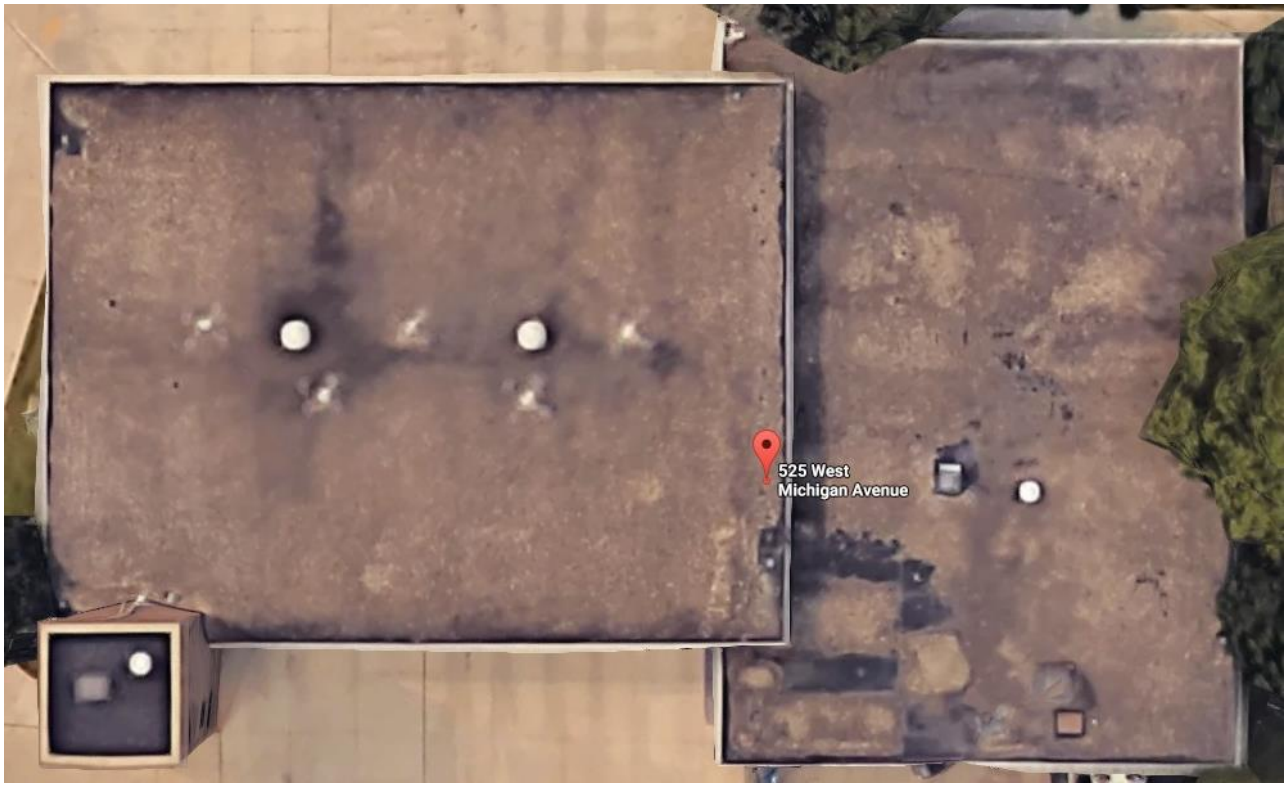
Total Current Charges **793.72**

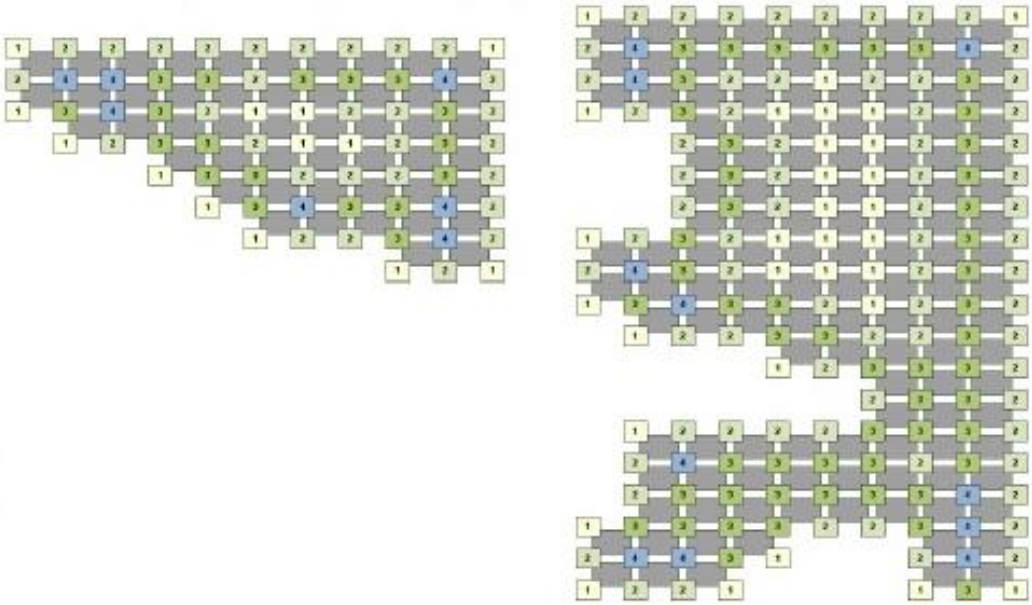
Historical Data

Start Date	End Date	Days	kWh	Dollars	$/kWh	kWh/day
1/29/2014	2/27/2014	29	11200	1212.79	$0.11	386.21
12/26/2013	1/29/2014	34	12160	1153.42	$0.09	357.65
11/22/2013	12/26/2013	34	11520	1181.92	$0.10	338.82
10/24/2013	11/22/2013	29	10000	1137.21	$0.11	344.83
7/26/2013	8/26/2013	31	10320	1273.47	$0.12	332.90
6/26/2013	7/26/2013	30	10800	1272.18	$0.12	360.00
5/26/2013	6/26/2013	29	9280	1159.55	$0.12	320.00
4/26/2013	4/28/2013	32	9280	1121.33	$0.12	290.00
3/27/2013	4/26/2013	30	8080	965.61	$0.12	269.33
1/26/2013	2/28/2013	31	9360	959.34	$0.10	301.94
2/28/2013	3/27/2013	27	7920	1012.18	$0.13	293.33
12/26/2012	1/28/2013	33	11280	1222.98	$0.11	341.82
11/26/2012	12/26/2012	30	9360	1121.06	$0.12	312.00
9/27/2012	10/24/2012	27	7680	1043.88	$0.14	284.44
10/24/2012	11/26/2012	33	9840	948.72	$0.10	298.18
8/27/2012	9/27/2012	31	8960	1026.32	$0.11	289.03
7/27/2012	8/27/2012	31	9360	1143.92	$0.12	301.94
6/28/2012	7/27/2012	29	11440	1273.66	$0.11	394.48
					Avg =	323.16

Solar Panel Layout for the Fire Station

The proposed solution would have 176 285-watt SolarWorld panels mounted on a UniRac roof mount rack. The rack will be ballasted to the roof using a total of 527, 32# concrete blocks. The quantity and locations of the block can be seen in the diagram below. The solar installation would provide (176*285W) approximately 50kW of power or about 72% of the fire stations power needs. This is the maximum number of solar panels that will fit on this roof without any shading. More panels could be add but at a lower efficiency due to intermittent shade. The dead load on the lower roof is 5.02#/ft^2. Details at the end of this paper.





Solar Panel Electrical Layout for the Fire Station

SolarEdge optimizers and inverters will be used to connect and convert the power from the solar panels to the building's electrical system. The project will use 88 SolarEdge 600W/96V optimizers wiring two panels to each optimizer. This will allow the public to monitor the power generated on the roof of the first station panel by panel. This make it easy to spot any malfunctioning hardware or shading of the panels. The power from the optimizers will go to the back of the fire station and down an outside wall to three SolarEdge 14.4kW grid-tied inverters to convert the power from direct current to 208 volt, 3-phase alternating current. From the inverters the power will be connected to the building's electrical system.

An internet connect will be needed for the SolarEdge gateway to send the optimizer's data to their web portal. This will feed the data for a Ypsilanti Fire Station page on the SolarEdge website that can be view by the public.

Solar Installation Cost

	Quanty	Price	Total
SolarWorld 285-watt solar panels	176	$273.70	48,171.20
SolarEdge 14.4kW inverters	3	$2906.53	8,719.59
SolarEdge 600W/96V optimizers	88	$69.72	6,135.36
UniRac roof mount racking for 176 panels	1	$11536.80	11,536.80
UniRac SolarEdge optimizer mounting kit	88	$9.20	809.60
Material total Chart House			$75,372.55
Equipment Lease Discount (40%)			(30,149.02)
Net Equipment Cost			**45,223.53**
16”x8”x4” 32# **concrete blocks**(HomeDepot)	527	$1.08	**569.16**
Rolled roofing for under UniRac	232	$2.00	**464.00**
10 gage THHN wire 500’ spool red/black/green			
Conduit 10’ lengths			
Conduit couplers, elbow, Jboxes, etc			
5/8”x8’ Grounding rod			
Solid 6 gage grounding wire			
5/8 in. Ground Rod Clamp			
Disconnects integrated in inverters			
Building permits/DTE application			
Solar contractor project management			
Electrician			
Total for Balance of system, Electrician, Management			**12,987.00**
Labor for rack installation (volunteers)			**0.00**

	Total		**$59,243.69**
	Dollars/watt ($59,243.69/(176*285W))		**$1.18/watt**
Anonymous donation			(25,000.00)
	Net costs to the City		**$34,243.69**
	Dollars/watt ($59,243.69/(176*285W))		**$0.68/watt**

Energy production (176*285W*4hr*80%/1000) 160 kWh per day
Energy saving in dollars (160kWh*$0.11*365days) $6,424 per year

ROI to the City ($34,244 / $6,424) **5.3 years** assuming a fixed cost for power and not selling the RECs.

Chart House Energy

Fire Chief Max Anthouard
Ypsilanti City Clerk's Office
Ypsilanti City Hall
One South Huron Street
Ypsilanti, MI 48197

September 7, 2016

RE: Request for Solar Materials for Fire Station at 525 West Michigan Ave

Dear Chief Anthouard,

Chart House Energy will provide:

	Make	Model	Qty	Unit price	Total
Solar Panels	SolarWorld	285W	176	$ 273.70	$48,171.20
Inverters	SolarEdge	14.4kW 208V3P	3	$2,906.53	$ 8,719.59
Optimizers	SolarEdge	600W 2 panel	88	$ 69.72	$ 6,135.36
Racking	Unirac	for 176 panels	1	$11,536.80	$11,536.80
Racking	Unirac	Optimizer mounting	88	$ 9.20	$ 809.60
					=========
				Total	$74,562.95
		Equipment Lease Discount (40%)			<29,825.18>
					=========
				Net Equipment Cost	$44,737.77
					$0.89/W

Sunmodule® Plus
SW 285 MONO

SOLARWORLD
REAL VALUE

TUV Power controlled:
Lowest measuring tolerance in industry

Every component is tested to meet
3 times IEC requirements

Designed to withstand heavy
accumulations of snow and ice

Sunmodule Plus:
Positive performance tolerance

25-year linear performance warranty
and 10-year product warranty

Glass with anti-reflective coating

World-class quality
Fully-automated production lines and seamless monitoring of the process and material ensure the quality that the company sets as its benchmark for its sites worldwide.

SolarWorld Plus-Sorting
Plus-Sorting guarantees highest system efficiency. SolarWorld only delivers modules that have greater than or equal to the nameplate rated power.

25-year linear performance guarantee and extension of product warranty to 10 years
SolarWorld guarantees a maximum performance digression of 0.7% p.a. in the course of 25 years, a significant added value compared to the two-phase warranties common in the industry. In addition, SolarWorld is offering a product warranty, which has been extended to 10 years.*

*in accordance with the applicable SolarWorld Limited Warranty at purchase.
www.solarworld.com/warranty

UL 1703

ISO 9001
ISO 14001
Certified

Home Innovation

MADE IN USA OF US AND IMPORTED PARTS

solarworld.com

Sunmodule® Plus
SW 285 MONO

SOLARWORLD
REAL VALUE

PERFORMANCE UNDER STANDARD TEST CONDITIONS (STC)*

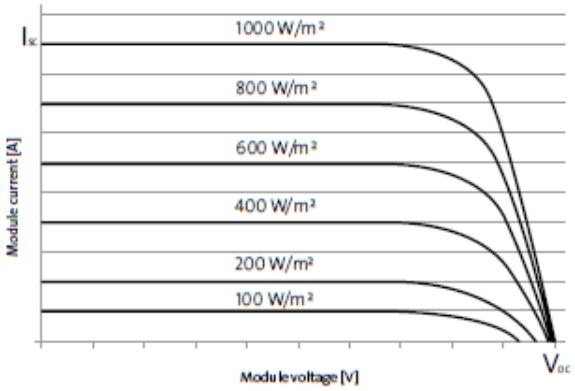
Maximum power	P_{max}	285 Wp
Open circuit voltage	V_{oc}	39.7 V
Maximum power point voltage	V_{mpp}	31.3 V
Short circuit current	I_{sc}	9.84 A
Maximum power point current	I_{mpp}	9.20 A
Module efficiency	η_m	17.0 %

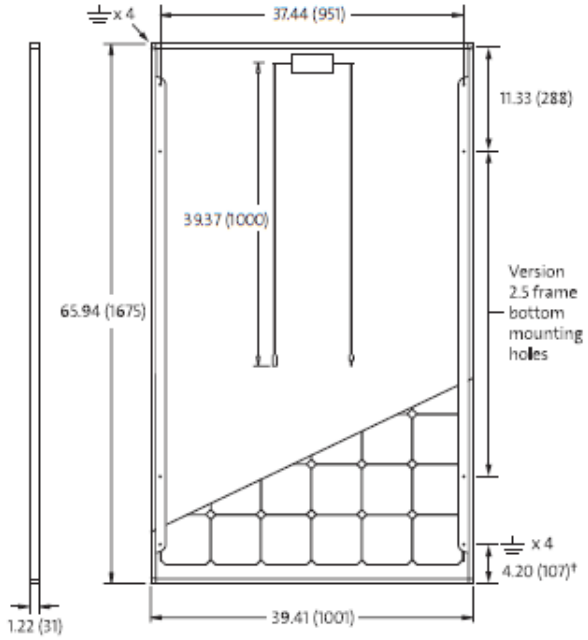
*STC: 1000 W/m², 25°C, AM 1.5

1) Measuring tolerance (P_{max}) traceable to TÜV Rheinland: +/- 2% (TÜV Power Controlled).

THERMAL CHARACTERISTICS

NOCT	46 °C
TC I_{sc}	0.04 %/°C
TC V_{oc}	-0.30 %/°C
TC P_{mpp}	-0.41 %/°C
Operating temperature	-40°C to 85°C





PERFORMANCE AT 800 W/m², NOCT, AM 1.5

Maximum power	P_{max}	213.1 Wp
Open circuit voltage	V_{oc}	36.4 V
Maximum power point voltage	V_{mpp}	28.7 V
Short circuit current	I_{sc}	7.96 A
Maximum power point current	I_{mpp}	7.43 A

Minor reduction in efficiency under partial load conditions at 25°C: at 200 W/m², 100% (+/-2%) of the STC efficiency (1000 W/m²) is achieved.

COMPONENT MATERIALS

Cells per module	60
Cell type	Mono crystalline
Cell dimensions	6.17 in x 6.17 in (156.75 x 156.75 mm)
Front	Tempered glass (EN 12150)
Frame	Clear anodized aluminum
Weight	39.5 lbs (17.9 kg)

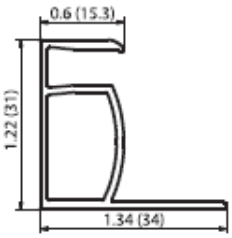
SYSTEM INTEGRATION PARAMETERS

Maximum system voltage SC II / NEC		1000 V
Maximum reverse current		25 A
Number of bypass diodes		3
*Design Loads**	*Two rail system*	113 psf downward 64 psf upward
*Design Loads**	*Three rail system*	170 psf downward 71 psf upward
*Design Loads**	*Edge mounting*	30 psf downward 30 psf upward

* Please refer to the Sunmodule installation instructions for the details associated with these load cases.

ADDITIONAL DATA

Power sorting†	-0 Wp / +5 Wp
J-Box	IP65
Module leads	PV wire per UL4703 with H4 connectors
Module type (UL 1703)	1
Glass	Low iron tempered with ARC



VERSION 2.5 FRAME

- Compatible with both "Top-Down" and "Bottom" mounting methods
- Grounding Locations:
  - 4 corners of the frame
  - 4 locations along the length of the module in the extended flange†

All units provided are imperial. SI units provided in parentheses.
SolarWorld AG reserves the right to make specification changes without notice.

solaredge

SolarEdge Power Optimizer

Module Add-On for Commercial Installations for North America OP600-96V

POWER OPTIMIZER

PV power optimization at the module-level
The most cost effective solution for commercial and large field installations

- Up to 25% more energy
- Superior efficiency (99.5%)
- Balance of System cost reduction
- Next generation maintenance with module-level monitoring
- Module-level voltage shutdown for installer and firefighter safety
- Use with 2 x 60-cell PV modules connected in series
- Compatible with three phase SolarEdge inverters

SolarEdge Power Optimizer Module Add-On
For Commercial Installations for North America OP600-96V

	OP600-96V	
INPUT		
Rated Input DC Power*	600	W
Absolute Maximum Input Voltage (Voc)	96	Vdc
MPPT Operating Range	12.5 - 80	Vdc
Maximum Short Circuit Current (Isc) of connected PV Module	10	Adc
Maximum DC Input Current	12.5	Adc
Maximum Efficiency	99.5	%
Weighted Efficiency	98.6	%
Overvoltage Category	II	
OUTPUT DURING OPERATION (POWER OPTIMIZER CONNECTED TO OPERATING INVERTER)		
Maximum Output Current	15	Adc
Operating Output Voltage	10 - 85	Vdc
OUTPUT DURING STANDBY (POWER OPTIMIZER DISCONNECTED FROM INVERTER OR INVERTER OFF)		
Safety Output Voltage per Power Optimizer	1	Vdc
STANDARD COMPLIANCE		
EMC	FCC Part15 Class B, IEC61000-6-2, IEC61000-6-3	
Safety	IEC62109-1 (class II safety), UL1741	
Material	UL-94 (5-VA), UV Resistant	
RoHS	Yes	
INSTALLATION SPECIFICATIONS		
Maximum Allowed System Voltage	1000	Vdc
Dimensions (W x L x H)	143 x 210 x 45 / 5.63 x 8.26 x 1.75	mm / in
Weight	450 / 1.0	gr / lb
Input Connector	MC4 / Tyco / H+S / Amphenol – H4	
Output Wire Type	Double insulated; 6mm^2; Amphenol – H4	
Output Wire Length	1.8 / 5.9	m / ft
Operating Temperature Range	-40 - +65 / -40 - +150	˚C / ˚F
Protection Rating	IP65 / NEMA4	
Relative Humidity	0 - 100	%

* Rated combined STC power of 2 modules connected in series. Module of up to +5% power tolerance allowed.

PV SYSTEM DESIGN USING A SOLAREDGE INVERTER**		THREE PHASE 208V	THREE PHASE 480V	
Compatible SolarEdge Inverters		Three phase inverters		
Minimum String Length	Power optimizers	8	14	
	PV modules	16	28	
Maximum String Length	Power optimizers	15	30	
	PV modules	30	60	
Maximum Power per String		6000	12750	W
Parallel Strings of Different Lengths or Orientations		Yes		

** Installation of OP600-96V with OP250/OP300/OP400 in the same string is not allowed.

CE

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solaredge

SolarEdge Three Phase Inverters for the 208V Grid for North America

SE9KUS / SE14.4KUS

INVERTERS

The best choice for SolarEdge enabled systems

- Integrated arc fault protection for NEC 2011 690.11
- Rapid shutdown for NEC 2014 690.12
- Outdoor and indoor installation
- Built-in module-level monitoring
- Internet connection through Ethernet or Wireless
- Small, lightweight and easy to install on provided bracket
- Fixed voltage inverter, DC/AC conversion only
- Integrated Safety Switch

Three Phase Inverters for the 208V Grid for North America

SE9KUS / SE14.4KUS[1]

	SE9KUS	SE14.4KUS	
OUTPUT			
Rated AC Power Output	9000	14400	VA
Maximum AC Power Output	9000	14400	VA
AC Output Line Connections	4-wire WYE (L1-L2-L3-N) plus PE or 3 wire Delta		
AC Output Voltage Minimum-Nominal-Maximum[2] (L-N)	105-120-132.5		Vac
AC Output Voltage Minimum-Nominal-Maximum[2] (L-L)	183-208-229		Vac
AC Frequency Min-Nom-Max[2]	59.3 - 60 - 60.5		Hz
Max. Continuous Output Current (per Phase)	25	40	A
GFDI Threshold	1		A
Utility Monitoring, Islanding Protection, Country Configurable Set Points	Yes		
INPUT			
Maximum DC Power (Module STC)	12150	19400	W
Transformer-less, Ungrounded	Yes		
Maximum Input Voltage DC to Gnd	250	300	Vdc
Maximum Input Voltage DC+ to DC-	500	600	Vdc
Nominal Input Voltage DC to Gnd	200		Vdc
Nominal Input Voltage DC+ to DC-	400		Vdc
Maximum Input Current	26.5	38	Adc
Max. Input Short Circuit Current	45		Adc
Reverse-Polarity Protection	Yes		
Ground-Fault Isolation Detection	1MΩ Sensitivity		
CEC Weighted Effciency	96.5	97	%
Night-time Power Consumption	< 3	< 4	W
ADDITIONAL FEATURES			
Supported Communication Interfaces	RS485, Ethernet, ZigBee (optional)		
Rapid Shutdown – NEC 2014 690.12	With installation of rapid shutdown kit[3]		
STANDARD COMPLIANCE			
Safety	UL1741, UL1699B, UL1998, CSA 22.2		
Grid Connection Standards	IEEE1547		
Emissions	FCC part15 class B		
INSTALLATION SPECIFICATIONS			
AC output conduit size / AWG range	3/4" minimum / 12-6 AWG		
DC input conduit size / AWG range	3/4" minimum / 12-6 AWG		
Number of DC inputs	2 pairs	3 pairs (with fuses on plus & minus)[4]	
Dimensions (HxWxD)	21 x 12.5 x 10.5 / 540 x 315 x 260		in/mm
Dimensions with Safety Switch (HxWxD)	30.5 x 12.5 x 10.5 / 775 x 315 x 260		in/mm
Weight	73.2 / 33.2	99.5 / 45	
Weight with Safety Switch	79.7 / 36.2	106 / 48	
Cooling	Fans (user replaceable)		
Noise	< 50	< 55	dBA
Operating Temperature Range	-40 to +140 / -40 to +60		°F/°C
Protection Rating	NEMA 3R		

[1] For 277/480V inverters refer to: http://www.solaredge.com/files/pdfs/products/inverters/se-three-phase-us-inverter-datasheet.pdf
[2] For other regional settings please contact SolarEdge support.
[3] Rapid shutdown kit P/N: contact SolarEdge.
[4] Field replacement kit for 1 pair of inputs P/N: DCD-3PH-1TBK.

RoHS

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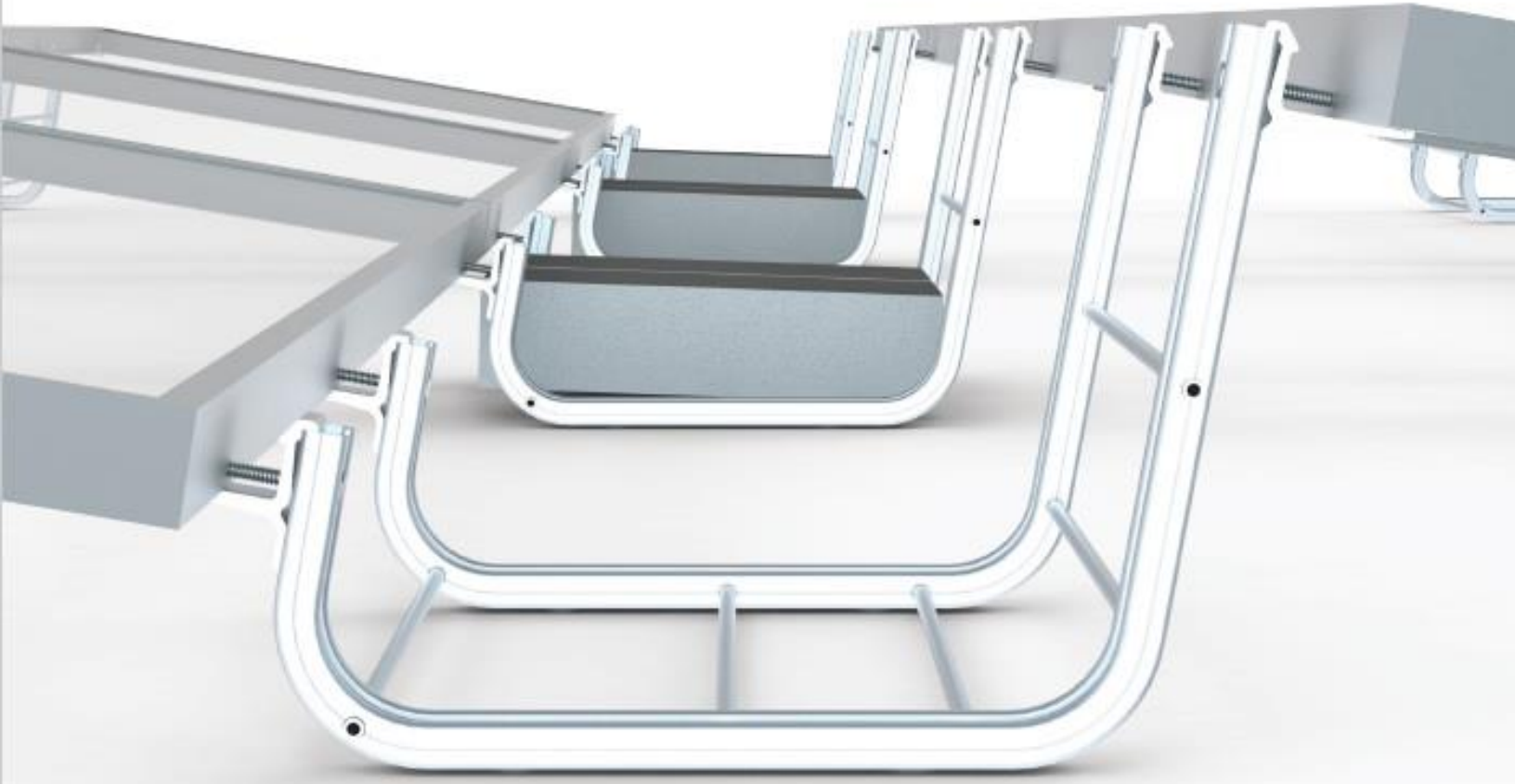
ROOFMOUNT

UNIRAC

ROOFMOUNT introduces the Power of Simplicity to the ballasted flat roof solar industry. The system consists of only two major components, minimizing preparation work and installation time. Seamlessly design around roof obstacles, support most framed modules and bond the system with just the turn of a wrench.



SIMPLE DESIGN • FAST INSTALLATION

SIMPLE DESIGN • AVAILABILITY • DESIGN TOOLS • QUALITY PROVIDER

ROOFMOUNT

UNIRAC

SIMPLE DESIGN

TWO MAJOR COMPONENTS. ONE TOOL

RM supports most framed PV modules at 10 degree tilt. The component list consists of only two major components - a fully assembled ballast bay and a universal module clip. Our engineers specified a chemical locking hex bolt, providing a UL2703 certified grounding path from module to ballast bay, with just the turn of a wrench. RM is accessory-rich to support your specific installation needs, because it was designed to conveniently work with off the shelf wire management products. A snap into place, membrane-friendly, rubber roof pad is also available as a low-cost option for roof protection.

AVAILABILITY

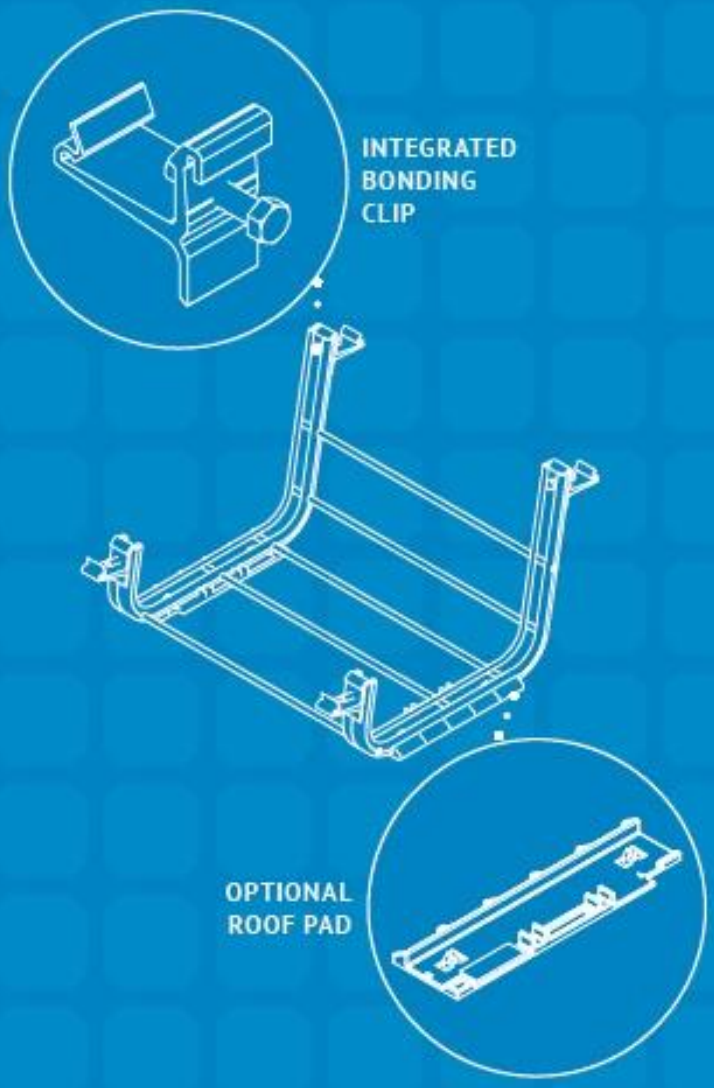
NATIONWIDE NETWORK

Unirac maintains the largest network of stocking distributors for our racking solutions. Our partners have distinguished their level of customer support, availability, and overall value, thereby providing the highest level of service to users of Unirac products. Count on our partners for fast and accurate delivery to meet your project needs. Visit Unirac.com for a list of distributors.

INTEGRATED DESIGN TOOLS

DESIGN, SAVE, AND SHARE YOUR ARRAY VISUALLY

U-Builder is the most powerful streamlined design tool for your solar mounting project. Integrated with HelioScope's technology, U-Builder becomes a powerful online tool that streamlines the process of designing a code compliant solar mounting system. Key benefits allow you to quickly plan project sites, analyze design decisions, and simplify your workflow. You will enjoy the ability to share projects with customers: there's no need to print results and send to a distributor, just click and share.



LISTED **UL2703**

BONDING & GROUNDING
MECHANICAL LOADING
SYSTEM FIRE CLASSIFICATION

UNIRAC CUSTOMER SERVICE MEANS THE HIGHEST LEVEL OF PRODUCT SUPPORT

UNMATCHED EXPERIENCE | CERTIFIED QUALITY | ENGINEERING EXCELLENCE | BANKABLE WARRANTY | DESIGN TOOLS | PERMIT DOCUMENTATION

TECHNICAL SUPPORT

Unirac's technical support team is dedicated to answering questions & addressing issues in real time. An online library of documents including engineering reports, stamped letters and technical data sheets greatly simplifies your permitting and project planning process.

CERTIFIED QUALITY PROVIDER

Unirac is the only PV mounting vendor with ISO certifications for 9001-2008, 14001-2004 and OHSAS 18001-2007, which means we deliver the highest standards for fit, form, and function. These certifications demonstrate our excellence and commitment to first class business practices.

BANKABLE WARRANTY

Don't leave your project to chance, Unirac has the financial strength to back our products and reduce your risk. Have peace of mind knowing you are receiving products of exceptional quality. ROOFMOUNT is covered by a 20-year manufacturing warranty on all parts.

PROTECT YOUR REPUTATION WITH QUALITY RACKING SOLUTIONS BACKED BY ENGINEERING EXCELLENCE AND A SUPERIOR SUPPLY CHAIN

UNIRAC

U-BUILDER PROJECT REPORT
VERSION: 1.2.24

JUL 25, 2016, 02:55 PM

PROJECT TITLE: YPSILANTI FIRE STATION
PROJECT ID: E841C2DF

Name:	McNaughton - McKay Elec.	Designed by JMadrid
Address:	None	RM-BALLASTED FLAT ROOF
City, State:	Unknown,	176 - 285 Watt Panels
Module:	SolarWorld SW 285 mono (33mm)	~914 Sq Ft.
	285 Watts	50.2 kWs

BILL OF MATERIALS

PARTS AND ACCESSORIES

Legend: Base System Part Accessory

Part Number	Part Type	Description	Quantity	Suggested Quantity	Unit Price (USD)	Total List Price (USD)
310710	Ballast Bay	RM Ballast Bay 10 Degree	232	232	81.20	18838.40
310750	Module Clip	RM Module Clip	812	812	2.15	1745.80
UserSupplied	Ballast Block	Ballast Block	527	527	0.00	0.00
310751	RM Hex Bolt	RM Hex Bolt (Module Clip)	812	812	0.90	730.80

BASE SYSTEM	ACCESSORIES	TOTAL PRICE
$21315.00	$0.00	$21315.00
$0.42 PER WATT	$0.00 PER WATT	$0.42 PER WATT

This design is to be evaluated to the product appropriate Unirac Code Compliant Installation Manual which references International Building Code 2003, 2006, 2009, 2012 and ASCE 7-02, ASCE 7-05, ASCE 7-10 and California Building Code 2010. The installation of products related to this design is subject to requirements in the above mentioned installation manual.

DETAILED PARTS DESCRIPTIONS

310710 RM Ballast Bay 10 Degree
Aluminum ballast bay attaches to north and south module edges (for 10 degree tilt installations) and provides ballast placement location.

Ballast Bay
232

310750 RM Module Clip
Aluminum clip fastens module frame to ballast bay and provides bonding path from module to bay to module.

Module Clip
812

UserSupplied Ballast Block
Standard 4x8x16 inch cap blocks. Nationwide availability. Please confirm the weight of your ballast block as this will affect the total blocks required for your installation.

Ballast Block
527

310751 RM Hex Bolt (Module Clip)
Hex bolt with integrated locking patch.

RM Hex Bolt
812

UNIRAC

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City, State:	Unknown,	176 - 285 Watt Panels
Module:	SolarWorld SW 285 mono (33mm)	4914 Sq Ft.
	285 Watts	50.2 kWs

ENGINEERING REPORT

Plan review

Average PSF:	5.02 lbs/ft^2
Total Number of Modules:	176
Total KW:	50 KW
Total Area:	4914 ft^2
Total weight on roof:	24663 lbs
- Racking weight:	812 lbs
- Module weight:	6987 lbs
- Ballast weight:	16864 lbs
- Max Bay Load (Dead):	171 lbs

Loads Used for Design	
- Building Code:	ASCE 7-05
- Wind Speed:	90 mph
- Ground Snow Load:	0 psf
- Roof Snow Load:	0.0 psf
- Seismic (Ss):	0.00
- Wind Exposure:	B

Loads Determined by Zip	
- City, State:	Unknown
- Wind Speed:	0 mph
- Ground Snow Load:	0 psf

Inspection

Product:	RM-BALLASTED FLAT ROOF
Module Manufacturer:	SolarWorld
Model:	SW 285 mono (33mm)
Module Watts:	285 watts
Module Length:	65.94 "
Module Width:	39.41 "
Module Thickness:	1.30 "
Module Weight:	39.70 lbs
Ballast Block Weight:	32 lbs
Max Blocks per Bucket:	4
Building Height:	25 ft
Roof Type:	Other
Parapet Height:	None

WORKSPACE 1

Average PSF:	5.02 lbs/ft^2
Total Number of Modules:	176
Total KW:	50.2 KW
Total Area:	4914 ft^2
Total weight on roof:	24663 lbs
- Racking weight:	812 lbs
- Module weight:	6987 lbs
- Ballast weight:	16864 lbs

Minimum Seismic Separation:	
- Array to Array:	3 in
- To Obstruction or Parapet:	6 in
- To Roof Edge (no Parapet):	9 in
Max Array Dimensions (Seismic):	
- NS Dimension:	0 ft
- EW Dimension:	0 ft

RM PRODUCT ASSUMPTIONS

RM – Ballasted Flat Roof Systems

1. Importance Factor = 1
2. Building Height ≤ 60 ft.
3. Roof Slope ≥ 1.2° and < 3°
4. Topographic Factor (Kzt) = 1
5. ASCE 7-05: Basic Wind Speed: 85-150 mph (IBC 2006/ASCE 7-05). Wind Exposure: B or C.
6. ASCE 7-10: Basic Wind Speed: 110-180 mph (IBC 2012/ASCE 7-10). Wind Exposure: B or C.
7. Ballast Calculations are based on ASCE 7-05 & ASCE 7-10 load combinations and product specific wind tunnel testing per ASCE 7-05 and ASCE 7-10
8. Ground Snow Load: 0-60 psf. (Reduction can be input if this is acceptable with your local building authority). Results are based on uniform snow loading and do not consider unbalanced, drifting, and sliding conditions.
9. Roof Snow Load: Reduction calculated per Section 7.3 of ASCE 7-05 with the following assumptions: Exposure factor = 0.9, Thermal factor = 1.2, Importance factor = 1. Please verify these are appropriate for your site before using the max bay loads reported above.
10. Dead Load Due to Racking: 3.5 lbs. per ballast tray
11. Module Gaps (E/W): 0.25 in.
12. Seismic: Installations must be in seismic site class A, B, C, or D as defined in IBC 2006/ASCE 7-05.

SEAOC PV1-2012 describes Structural Seismic Requirements for Rooftop Photovoltaic Arrays

Minimum Separation Distance: SEAOC PV1-2012 prescribes a minimum separation distance for unattached PV arrays on rooftops.

Array Size Limits for Seismic: SEAOC PV1-2012 limits the size of an unattached array by the design strength of the system connections.

Assumptions:

1. For Unattached Rooftop Photovoltaic Arrays
2. Array Importance Factor, Ip = 1.0
3. Building Importance Factor, Ie = 1.0
4. Site Class = D
5. Separation (S) is to a qualified parapet or rooftop obstruction
6. Array to Array Minimum Distance = 0.5 * S
7. Array to Unqualified Parapet Minimum Distance = 1.5 * S
8. Ss: Spectral response acceleration parameter at short periods per ASCE 7-05
9. Sds: Design, 5 percent damped spectral acceleration parameter at short periods per ASCE 7-05
10. A minimum module return flange of 0.9in (when using 1-3/4 in. clip bolts) is required for all RM installations
11. A minimum module return flange of 0.65in (when using 2 in. clip bolts) is required for all RM installations
12. Coefficient of friction used for calculations = 0.4

UNIRAC

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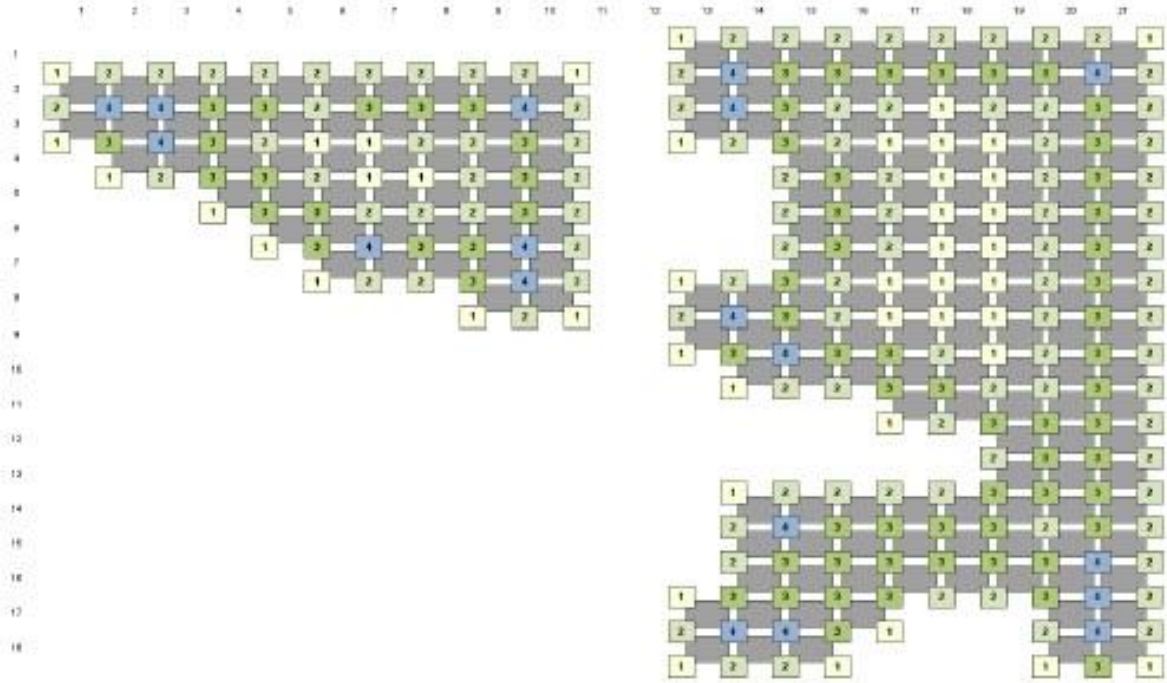
City, State:	Unknown,	176 - 285 Watt Panels
Module:	SolarWorld SW 285 mono (33mm)	4914 Sq Ft.
	285 Watts	50.2 kWs

INSTALLATION AND DESIGN PLAN

LAYOUT WORKSPACE 1



Note: Blocks above with values greater than 4 require extra ballast bays. The proper number of bays are provided in the Bill of Materials. The installer must install these extra bays as near to the indicated location as possible.

Layout Dimensions	
NS Dimension:	~89.1 ft
EW Dimension:	~115.8 ft

Row	Modules	Buckets	Ballast Blocks	Ballast Weight
1	9	10	18	576
2	19	21	50	1600
3	19	21	56	1792

4	16	21	42	1344
5	14	18	36	1152
6	13	16	34	1088
7	12	15	36	1152
8	11	16	32	1024
9	9	13	25	800
10	8	10	24	768
11	5	9	20	640
12	3	6	14	448
13	3	4	10	320
14	8	9	20	640
15	8	9	25	800
16	8	9	26	832
17	6	10	26	832
18	5	8	22	704
19	0	7	11	352

s·u·r energy

Suburban - Urban - Rural

Design, Sales, and Installation of Renewable Energy Systems

PROPOSAL- PV ARRAY WIRING FOR YPSILANTI FIRE STATION

September 15, 2016

Max Anthouard
Fire Chief
City of Ypsilanti Fire Department
525 W. Michigan
Ypsilanti, MI. 48197
734-482-9620
MAnthouard@cityofypsilanti.com

CC: Dave Strenski

RE: Ypsilanti Fire Station PV Array

Dear Dave and Max:

We are pleased to offer the solar system described below. As you know we bring 15 years of experience to the table, and have worked with every type/piece of equipment provided. John Wakeman of SUR Energy, LLC, was the first active installer in Michigan to be NABCEP certified. We are fully insured, and carry Electrical Contractors license and Michigan builder's license.

Solar Project Management and Wiring – Summary Information

This proposal is in response to the document released by SolarYpsi proposal dated June 5, 2016. As discussed on-site, this proposal is a bit more accurate than the initial request for proposal. Thank you for the access to the building. Details are below.

INCLUDED Design, Engineering, Project Management, and Administration

Assist with initial concept for all aspects of solar and system design, both electrical and array placement.	
Details of NEC compliant installation	
SUR, or an approved subcontractor, will acquire an electrical permit for all of the electrical work performed by us.	

221 BUENA VISTA AVE • ANN ARBOR, MI • 48103
PHONE: (734)-913-9944 • FAX: (734)-913-9915

INCLUDED Design, Engineering, Project Management, and Administration (continued)	
Coordinate/support SolarYpsi, design team, and other trades	
Assist in meetings, inspections, and interactions with building AHJ regarding our work on the solar assembly and construction, as appropriate.	

NOT INCLUDED- Design, Engineering, Project Management, and Administration

No monies have been included for sealed electrical drawings. We will provide the project EE with the necessary information in an appropriate format and detail, where required. Ypsi generally does not require this.	
We will not provide sealed structural design and drawings for the solar array and racking.	
SUR will not act as the lead point person for Utility interaction regarding the solar interconnection. We can assist with the technical portions of the paperwork specific to operating a parallel solar generator, and assist the owner through the application, and commissioning, as it pertains to the electric utility (DTE) requirements. Where the utility requires either an EE or an electrical contractor, SUR will act as the listed expert.	
Utility fees for standard GRID TIE system of this size (>20k and <150k) are not included.	
Software setup for inverter monitoring by inverter website	
No monies included for a building permit. We can do the application and hold a cost free permit with info provided by SolarYpsi.	
No monies included for changes to standard utility requirements.	

INCLUDED- Installation Labor

Basic end of day cleanup of our work. Includes moving waste material offsite. Steel, copper, and other recyclables will be removed. Our labor is listed under "Electrical Labor" below.	

NOT INCLUDED- Installation Labor

"Skytrack" operator not provided.	
Use of our ladder style material conveyor is a possibility, where appropriate, if required. For the most part, it is assumed materials will be lifted to the roof by SolarYpsi. If our device is needed, we reserve the right to charge additional labor for using our operator (due to liability). These details can be worked out with SolarYpsi. ASSUMED THIS WON'T BE NEEDED AS FIRESTATION EQUIPMENT CAN BE USED.	Additional, $50-$75 per hour for worker or trainer
SolarYpsi will deliver and install the solar arrays.	
Workers will not be provided to assist in moving the block, racking, and/or modules to the roof.	
Shipping all equipment (provide by SUR) to the site is included.	

INCLUDED- Electrical Labor

All array DC homerun wiring connections are included.	
Mount and wire DC combiner box, as inverters can't accommodate strings	
SUR will assist, instruct, and inspect, all DC array installed by others	
All inverter AC wiring to AC combiner panels.	
Utility required AC safety switch (100 amp fused lower)	
Wire of AC combiner mounted on tower wall to utility safety switch in electrical room (NOTE: WE NOW THINK THE INVERTER LOCATION SHOULD BE MOVED TO THE OUTSIDE WALL OF THE ELECTRICAL ROOM, UNDER THE OVERHANG.	
Mount and wire DTE generation meter can in the electrical room. Exact location to be determined.	
AC circuit connected to the grid. This will likely be a line-side connection unless a low cost MDP fused disconnect is found.	

NOT INCLUDED- Electrical Labor

Most array wire management is to be prepped by SolarYpsi, but will in no way violate Michigan law.	
Network connection between the inverter and a customer supplied internet router or switchboard. We can assist/advise SolarYpsi on this portion.	

INCLUDED- Materials

Miscellaneous mounting strut for the inverters where required.	
125 amp MLO or main disconnect 208 3 phase panel with 3 two pole circuit breakers for inverter interconnection.	
100-amp, (likely fused lower), Utility visible lockable safety switch, with 3 fuses.	
AC wire and conduit from combiner to switchgear, #4 awg (3) plus neutral, in 1 ¼" conduit with fittings	
Wire trough for three inverters and box 4x4x60	
DC combiner box including 6 circuits, plus and minus both fused (12 spaces minimum), with 12 fuse holders and fuses. ($100 boxes, $72 fuses, $180 holders	

NOT INCLUDED- Materials

Modules, racking, inverters, optimizers, block	

Additional Requirements

- Site Access: Typically, we do site work 10 AM to 6 PM or 7 PM. If these hours will pose a problem, please advise.

Wattage	Purchase Price	6% MI Sales Tax	Total	Dollars/Watt
About 50k	$12,987	$TBD	$12,987	$0.26

Sum for Materials

DC wire, conduit, and misc.	$700
$350 combiner box	$350
AC wire and switchgear:	$1,152

Sum for Labor and Project Management

Shown on SolarYpsi total:	$9,500
AC side wire labor:	$985
SREC trade paperwork:	$300

Contractor price: $12,987.00

Proposal

This quote is valid for 30 days. If the system purchaser is a non-profit, we can remove the sales tax on the materials if we are provided with appropriate paperwork.

Incentives:

There is a 30% Federal Tax Credit available, this is called the Treasury 1603 Tax Grant Program. See your tax preparer for more details.

***SUR Energy, LLC, makes no guarantees, expressed or implied, for the actions of The Federal Government.*

SUR Energy is planning to assist with the sale of SREC's (Solar Renewable Energy Credits) via SREC Trade. Currently our clients auction their credits into Ohio. Occasionally other opportunities arise.

Payment:

We would like for this project to consist of at least two payments. 30% up front. If the installation labor will take more than a couple of weeks, it may be necessary to make additional progress payments, depending on expenses incurred.

Timeframe:

To be determined at time of purchase, and coordinated with SolarYpsi. High priority for us.

Acceptance of the solar project:

All material provided by SUR Energy, LLC is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from the above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the proposal. All agreements are contingent upon accidents or delays beyond the control of SUR Energy, LLC.

Authorized SUR Energy, LLC signature: _____

Date: _____

Acceptance of base solar proposal: The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Authorized customer signature: _____

Date of acceptance: _____

Andrew Hellenga

From: noreply@civicplus.com
Sent: Monday, September 12, 2016 10:50 AM
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	Francisco Garcia
Email Address	cisco@ciscogarcia.net
Address	306 N Adams #3
City	Ypsilanti
State	mi
Zip Code	48197
Phone Number	7343231440
Fax Number	*Field not completed.*
Number of Years in the Community	20+
Ward You Live In	3
Education	BS Computer Science
Occupation	Software Engineer
Employer	HelloWorld
I would like to be considered and could devote sufficient time to serve on the following board or commission:	*Field not completed.*

Why are you interested in serving on these boards/commissions?	I would like to be considered as an alternate for the Zoning Board of Appeals, however it does not appear as an option to select on the website. I would like to be involved in the local government, and am no longer eligible to hold my former DDA seat due to moving outside of the district.
Work/volunteer experience related to the board or commission:	I am a former Ypsilanti DDA board member and had previously almost joined the ZBA, but decided to focus my time on the DDA board.
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.

Resolution No. 2016 - 221
September 20, 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: