



WASHTENAW COUNTY BOARD OF COMMISSIONERS

Wednesday, January 20, 2010

RECORD OF PROCEEDINGS

An adjourned session of the Washtenaw County Board of Commissioners was held at the Administration Building, in the City of Ann Arbor, Michigan, on Wednesday, January 20, 2010.

The meeting was called to order at 6:51 p.m. by Mark Ouimet, Vice Chair of the Board.

MEMBERS PRESENT: Comms. Bergman, Gunn, Irwin, Ouimet, Peterson, Ping, Prater, Schwartz, and Smith.

MEMBERS ABSENT: Comms. Judge and Sizemore

OTHERS PRESENT: County Administrator Bob Guenzel; Deputy County Administrator, Verna McDaniel; Corporation Counsel Curt Hedger; James McFarlane, Andy Brush, Dave Shirley, Support Services; Tony VanDerworp, Strategic Planning; Diane Heidt, Monica Boote, Human Resources; Patricia Denig, ETCS; Bob Tetens, Parks and Recreation; Dick Fleece, Jeff Krcmarik, Public Health; Derrick Jackson, Sheriff's Office; Ben Toole, ITS; Joanna Bidlack, Stephanie Jensen, Administration; Jason Brooks, Clerk's Office; various citizens; and members of the press.

Roll Call

Pledge of Allegiance

Approval of the Minutes of the Previous Meeting

Comm. Prater seconded by Comm. Bergman moved that the minutes of the January 6, 2010, meeting of the Board of Commissioners be approved. Motion carried.

Citizen Participation

None

Commissioner Follow-Up to Citizen Participation

None

Communications

Comm. Gunn seconded by Comm. Prater moved that the communications be received and dealt with as recommended. Motion carried.

R-0016 RECEIVED: December 29, 2009. A letter to the Washtenaw County Board of Commissioners, from Karen Lovejoy Roe, Clerk, Ypsilanti Charter Township, re: Second Amendment to the Washtenaw County Police Services Contract with Ypsilanti Charter Township, dated December 17, 2009. Received and filed, copied to Administration, each Commissioner and County Purchasing.

R-0017 RECEIVED: January 5, 2010. A newsletter from the Michigan Association of Counties, re: MAC Legislative Update, dated December 11, 2009. Received and filed.

R-0018 RECEIVED: January 5, 2010. A letter to Mr. Rolland Sizemore, Chair, Washtenaw County Board of Commissioners, from Heidi J. Voorhees, President, Voorhees Associates, LLC, re: Availability to assist in conducting a recruitment and selection for the next Administrator, dated December 30, 2009. Received and filed.

R-0019 RECEIVED: January 11, 2010. A resolution to the Washtenaw County Board of Commissioners, from the Oscoda County Board of Commissioners, re: Resolution urging implementation of the State Substance Abuse Treatment & Prevention Allocation Formula, dated December 22, 2009. Received and filed.

Liaison Reports

Comm. Prater reported on the Road Commission. He stated that there is a lawsuit pending at the Court of Appeals regarding the gas tax. He stated that the County Association of Road Commissioners lost the appeal. Comm. Prater reported that of the 111 bridges the County is responsible for, about 40% are deficient. He added that the estimate to make repairs is \$99 million. Comm. Prater stated that funding is less than it was in 2003.

Report of the Chair of the Board of Commissioners **Update on the selection of the County Administrator**

Comm. Smith reported that Comm. Sizemore prepared and update on the Administrator search. He added that the position was posted on the January 11th. He added that there have been a number of external candidates and one internal candidate.

Comm. Smith seconded by Comm. Prater moved that the Board of Commissioners interview the one (1) internal applicant, Verna J. McDaniel, on Thursday, January 21, 2010 at the Working Session and hold in abeyance the additional applications received through Human Resources. Motion carried.

Special Order of Business:

None

Reports of the Standing Committees

None

Reports of Special Committees

Comm. Gunn seconded by Comm. Prater moved that the following reports be received: Brownfield Redevelopment Authority, dated June 11, 2009. Motion carried. (Complete reports are on file in the County Clerk/Register's Office.)

Other Reports

None

Report of the Treasurer

None

Appointments:

10-0010 Comm. Gunn seconded by Comm. Prater moved that the resolution appointing Commissioners to various Boards, Committees, Commissions and Agencies be adopted. Roll call vote: YEAS: 9 NAYS: 0 ABSENT: 2 (Comms. Judge and Sizemore). Motion carried.

10-0011 Comm. Gunn seconded by Comm. Prater moved that the resolution appointing one member to the Washtenaw County Workforce Development Board for a term expiring December 31, 2012 be adopted. Roll call vote: YEAS: 9 NAYS: 0 ABSENT: 2 (Comms. Judge and Sizemore). Motion carried.

Report of the County Administrator **Wireless Washtenaw Update**

Resolutions:

Ways & Means – January 20, 2010

10-0012 Comm. Gunn seconded by Comm. Prater moved that the resolution authorizing the Administrator to sign the Notice of Grant Award with the Michigan Department of Environmental Quality for the grant entitled "Total Maximum Load Monitoring and Planning in the Middle Huron River Watershed", on behalf of the Office of the Water Resources Commissioner, in the amount of \$134,756 for the period of February 15, 2010 through September 30, 2011; amending the budget and authorizing the Administrator to sign the delegate contracts be adopted. Roll call vote: YEAS: 9 NAYS: 0 ABSENT: 2 (Comms. Judge and Sizemore). Motion carried.

10-0013 Comm. Gunn seconded by Comm. Prater moved that the resolution authorizing the Administrator to sign the grant application with the United States Environmental Protection Agency for an Environmental Education Grant with the Department of Public Health's Environmental Health Division for the amount of \$30,240 for the period of July 1, 2010 through July 1, 2011 be adopted. Roll call vote: YEAS: 9 NAYS: 0 ABSENT: 2 (Comms. Judge and Sizemore). Motion carried.

Approval of Claims

10-0014 Comm. Gunn seconded by Comm. Prater moved that the resolution authorizing payment of claims commencing with the last previously approved claim and continuing through the date of January 8, 2010 be adopted. Roll call vote: YEAS: 9 NAYS: 0 ABSENT: 2 (Comms. Judge and Sizemore). Motion carried.

New Business:

10-0015 Comm. Gunn seconded by Comm. Prater moved that the resolution dissolving the Washtenaw County Law Enforcement Citizens Review Board be adopted. Roll call vote: YEAS: 9 NAYS: 0 ABSENT: 2 (Comms. Judge and Sizemore). Motion carried.

10-0016 Comm. Gunn seconded by Comm. Prater moved that the resolution in support of the application of the official designation of the Southeast Michigan Resource Conservation and Development Council Area for program assistance from the United States Department of Agriculture be adopted. Roll call vote: YEAS: 9 NAYS: 0 ABSENT: 2 (Comms. Judge and Sizemore). Motion carried.

10-0017 Comm. Gunn seconded by Comm. Prater moved that the resolution to approve the Health Code Appeals Board/Public Health Advisory Committee Bylaws be adopted. Roll call vote: YEAS: 9 NAYS: 0 ABSENT: 2 (Comms. Judge and Sizemore). Motion carried.

10-0018 Comm. Gunn seconded by Comm. Prater moved that the resolution to accept comments from the Washtenaw County Planning Advisory Board on the City of Milan Master Plan Update and direct the County Clerk to send comments to the City of Milan and the contiguous local units of government be adopted. Roll call vote: YEAS: 9 NAYS: 0 ABSENT: 2 (Comms. Judge and Sizemore). Motion carried.

Items for Current/Future Discussion

Distribution of the updated Washtenaw County organizational charts (on file in County Clerk's office)

Report on contracts in the amount of \$25,000 and under from November 1, 2009 to December 31, 2009 (on file in County Clerk's office)

Discussion took place on the Health Code Appeals Board/Public Health Advisory Committee. Comm. Peterson stated that the County does not want to be in conflict with the State over the title of the board. Comm. Bergman stated that she feels it is very important that this not be confused. Comm. Prater stated that this board deals with restaurants, wells, and on site sewage systems. He added that he would like the word appeals in the title.

Comm. Gunn seconded by Comm. Peterson moved to strike the sixth WHEREAS clause; and change "bylaws" to "bylaw", delete "and", and finally to change "change" to "changes" in the seventh WHEREAS clause resulting in the name of the Board remaining the Health Code Appeals Board/Public Health Advisory Committee.

Comm. Smith moved to amend the bylaws to delete Article II, Section 1. Stating: The name of this body shall be the "Washtenaw County Public Health Board." Motion accepted as friendly.

Roll call vote: YEAS: 9 NAYS: 0 ABSENT: 2 (Comms. Judge and Sizemore). Motion carried.

Citizen Participation

None

Commissioners Follow-up to Citizen Participation

None

Adjournment

Comm. Gunn seconded by Comm. Peterson moved to adjourn until Wednesday, February 3rd, 2010, at 6:45 p.m. in the Board Room, Washtenaw County Administration Building. Motion carried.

The meeting adjourned at 8:21 p.m.

Mark Ouimet, Vice Chair

Lawrence Kestenbaum, Clerk/Register
By: Jason Brooks, Deputy Clerk

Board Approved: February 3, 2010

A RESOLUTION APPOINTING MEMBERS TO VARIOUS BOARDS, COMMITTEES, COMMISSIONS AND AGENCIES FOR VARIOUS TERMS

WASHTENAW COUNTY BOARD OF COMMISSIONERS

January 20, 2010

WHEREAS, various appointments to boards, committees, commissions and external agencies are scheduled to be made in January of each year; and

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners hereby confirms the appointments of the Chair of the Board Commissioners of members to the following Boards, Committees, Commissions and agencies for various term expiration dates:

Board/Committee/Commission	Term Expiration	Positions
800 Mhz (Liaison)	12/31/2010	1) Leah Gunn
Accommodations Ordinance Commission	12/31/2010	1) Mark Ouimet 2) Leah Gunn
Community Action Board	12/31/2010	1) Rolland Sizemore, Chair of the Board 2) Kristin Judge
Criminal Justice Collaborative Council (CJCC)	12/31/2010	1) Rolland Sizemore, Chair of the Board
Drainage Board	12/31/2010	1) Rolland Sizemore, Chair of the Board 2) Barbara Levin Bergman
Drug Forfeiture Committee	12/31/2010	1) Jessica Ping
Emergency Medical Services (EMS) Commission	12/31/2010	1) Kristin Judge 2) Mark Ouimet
Emergency Telephone District Board	12/31/2010	1) Rolland Sizemore, Chair of the Board 2) Kristin Judge 3) Jeff Irwin (Alternate)
Head Start Policy Council	12/31/2010	1) Kristin Judge 2) Leah Gunn (Alternate)
Human Services Community Collaborative Council	12/31/2010	1) Barbara Levin Bergman
Literacy Coalition	12/31/2010	1) Leah Gunn 2) Conan Smith
Local Development Finance Authority – Augusta Township	12/31/2010	1) Wesley Prater
Local Development Finance Authority – Saline	12/31/2010	1) Jessica Ping
Local Development Finance Authority – Ypsilanti Township	12/31/2010	1) Wesley Prater

Local Emergency Planning Committee	12/31/2010	1) Wesley Prater
Michigan Association of Local Public Health	12/31/2010	1) Barbara Levin Bergman
Michigan Township Association (Liaison)	12/31/2010	1) Mark Ouimet
Police Services Steering Committee	12/31/2010	1) Rolland Sizemore, Chair of the Board 2) Jeff Irwin
Property Tax Foreclosure Prevention TaskForce	12/31/2010	1) Barbara Levin Bergman
Public Safety & Justice Oversight Committee	12/31/2010	1) Rolland Sizemore, Chair of the Board
Public Works Board (Liaison)	12/31/2010	1) Ken Schwartz
Retirement Commission (Ex-Officio)	12/31/2010	1) Mark Ouimet 2) Leah Gunn
River Raisin Watershed Council	12/31/2010	1) Ken Schwartz 2)
Road Commission (Liaison)	12/31/2010	1) Wesley Prater 2) Ken Schwartz
Sheriff's Youth, Community Projects and Special Projects Fund	12/31/2010	1) Rolland Sizemore
Solid Waste Management Consortium	12/31/2010	1) Wesley Prater
Southeastern Michigan Council of Governments (SEMCOG)	12/31/2010	1) Kristin Judge 2) Conan Smith 3) Jeff Irwin (Alternate) 4) Ken Schwartz (Alternate)
Washtenaw Area Transportation Policy Study Committee	12/31/2010	1) Wesley Prater
Washtenaw County/City of Ann Arbor Community Corrections Advisory Board	12/31/2010	1) Barbara Levin Bergman
Workforce Development Board (Liaison)	12/31/2010	1) Rolland Sizemore

COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A
Bergman	X			Ouimet	X			Schwartz	X		
Gunn	X			Peterson	X			Sizemore			X
Irwin	X			Ping	X			Smith	X		
Judge			X	Prater	X						

CLERK/REGISTER'S CERTIFICATE - CERTIFIED COPY

ROLL CALL VOTE: TOTALS

9 0 2

STATE OF MICHIGAN)

COUNTY OF WASHTENAW)SS.

I, Lawrence Kestenbaum, Clerk/Register of said County of Washtenaw and Clerk of Circuit Court for said County, do hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the Washtenaw County Board of Commissioners at a session held at the County Administration Building in the City of Ann Arbor, Michigan, on January 20, 2010, as it appears of record in my office.

In Testimony Whereof, I have hereunto set my hand and affixed the seal of said Court at Ann Arbor, this 21st day of January, 2010.

LAWRENCE KESTENBAUM, Clerk/Register

BY: _____

Deputy Clerk



Res. No. 10-0010

A RESOLUTION APPOINTING ONE MEMBER TO THE WASHTENAW COUNTY
 WORKFORCE DEVELOPMENT BOARD FOR A TERM EXPIRING DECEMBER 31,
 2012

WASHTENAW COUNTY BOARD OF COMMISSIONERS

January 20, 2010

WHEREAS, on December 13, 1995, the Board of Commissioners adopted a resolution establishing the Washtenaw County Workforce Development Board; and

WHEREAS, Cindy Harrison has been endorsed by the Chelsea Area Chamber of Commerce; and

WHEREAS, there are still vacancies in the private sector of the Workforce Development Board; and

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners hereby appoints Cindy Harrison to the Washtenaw County Workforce Development Board for a term expiring December 31, 2012.

<u>Member</u>	<u>Representing</u>	<u>Term</u>
1) Cindy Harrison	Private	12/31/12

COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A
Bergman	X			Ouimet	X			Schwartz	X		
Gunn	X			Peterson	X			Sizemore			X
Irwin	X			Ping	X			Smith	X		
Judge			X	Prater	X						
CLERK/REGISTER'S CERTIFICATE - CERTIFIED COPY									ROLL CALL VOTE: TOTALS		
									9	0	2

STATE OF MICHIGAN)

COUNTY OF WASHTENAW)^{SS}.

I, Lawrence Kestenbaum, Clerk/Register of said County of Washtenaw and Clerk of Circuit Court for said County, do hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the Washtenaw County Board of Commissioners at a session held at the County Administration Building in the City of Ann Arbor, Michigan, on January 20, 2010, as it appears of record in my office.

In Testimony Whereof, I have hereunto set my hand and affixed the seal of said Court at Ann Arbor, this 21st day of January, 2010.

LAWRENCE KESTENBAUM, Clerk/Register

BY: _____
 Deputy Clerk



Res. No. 10-0011

A RESOLUTION AUTHORIZING THE ADMINISTRATOR TO SIGN THE NOTICE OF GRANT AWARD WITH THE MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY FOR THE GRANT ENTITLED "TOTAL MAXIMUM LOAD MONITORING AND PLANNING IN THE MIDDLE HURON RIVER WATERSHED," ON BEHALF OF THE OFFICE OF THE WATER RESOURCES COMMISSIONER, IN THE AMOUNT OF \$134,756 FOR THE PERIOD OF FEBRUARY 15, 2010– SEPTEMBER 30, 2011; AMENDING THE BUDGET; AND AUTHORIZING THE ADMINISTRATOR TO SIGN THE DELEGATE CONTRACTS

WASHTENAW COUNTY BOARD OF COMMISSIONERS

January 20, 2010

WHEREAS, the Office of Water Resources Commissioner is seeking funding from the Michigan Department of Environmental Quality (DEQ) in the amount of \$134,756 for the period of February 15, 2010– September 30, 2011

WHEREAS, grant funding will assist in compliance with federally mandated stormwater permit and Total Maximum Daily Load (TMDL) programs, by establishing a required water quality monitoring program

WHEREAS, a monitoring program will benefit not only County government, but also, the County Road Commission, and the several cities and townships regulated by federal stormwater permit in the Middle Huron watershed

WHEREAS, this matter has been reviewed by Corporation Counsel, the Finance Department, Human Resources, and the County Administrator's Office

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners hereby authorizes signing by the Administrator on the Notice of Grant Award with the Michigan Department of Environmental Quality for the grant entitled, "Total Maximum Load Monitoring and Planning in the Middle Huron River Watershed," in the amount of \$134,756, for the period of time of February 15, 2010 - September 30, 2011, for the Water Resources Commissioner's Office

BE IT FURTHER RESOLVED that the Board of Commissioners hereby takes the following actions

1. Authorizing the Administrator to sign the Notice of Grant Award
2. Amending the budget as attached hereto and made a part hereof
3. Authorizing the Administrator to sign delegate contract upon review of Corporation Counsel to be filed with the County Clerk.

COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A
Bergman	X			Ouimet	X			Schwartz	X		
Gunn	X			Peterson	X			Sizemore			X
Irwin	X			Ping	X			Smith	X		
Judge			X	Prater	X						

CLERK/REGISTER'S CERTIFICATE - CERTIFIED COPY

ROLL CALL VOTE: TOTALS

9 0 2

STATE OF MICHIGAN)

COUNTY OF WASHTENAW)^{SS}

I, Lawrence Kestenbaum, Clerk/Register of said County of Washtenaw and Clerk of Circuit Court for said County, do hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the Washtenaw County Board of Commissioners at a session held at the County Administration Building in the City of Ann Arbor, Michigan, on January 20, 2010, as it appears of record in my office.

In Testimony Whereof, I have hereunto set my hand and affixed the seal of said Court at Ann Arbor, this 21st day of January, 2010.

LAWRENCE KESTENBAUM, Clerk/Register

BY: _____

Deputy Clerk



Res. No. 10-0012

A RESOLUTION AUTHORIZING THE COUNTY ADMINISTRATOR TO SIGN THE GRANT APPLICATION WITH THE UNITED STATES ENVIRONMENTAL PROTECTION AGENCY FOR A ENVIRONMENTAL EDUCATION GRANT WITH THE DEPARTMENT OF PUBLIC HEALTH'S ENVIRONMENTAL HEALTH DIVISION FOR THE AMOUNT OF \$30,240 FOR THE PERIOD OF JULY 1, 2010 THROUGH JULY 1, 2011.

WASHTENAW COUNTY BOARD OF COMMISSIONERS

January 20, 2010

WHEREAS, Washtenaw County's environmental education to reduce the potential toxic exposure to the residents though a multi-media approach by providing residents a multi-media approach in environmental education

WHEREAS, Washtenaw County's Department of Public Health's Environmental Health Division is applying for a grant of \$30,240 through the U.S. EPA to educate at risk and low income communities on the prevention of exposure to toxic materials.

WHEREAS, the grant monies will be used to educate citizens through a Green Options Initiative by providing a multi media approach using television, radio, and a web video to problem solve environmental issues that reduces toxic exposure and affect positive behavior change.

WHEREAS, will partner with Eastern Michigan University, Community Television Network and the Washtenaw Intermediate School District to provide problem solving information that reduces the toxic exposure to County residents.

WHEREAS, Corporation Counsel, the Finance Department, Human Resources, the County Administrator's Office and the Ways & Means Committee have reviewed this application.

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners hereby authorizes the signature of the Administrator on the application with The United States Environmental Protection Agency in the amount of \$30,240 for the period from July 1, 2010 through July 1, 2011 as on file with the County Clerk.

BE IT FURTHER RESOLVED that the Board of Commissioners takes this action with the understanding that if the grant is awarded, it will be brought back to the Board for approval, appropriation of grant funds, amending the budget, authorization of personnel, and authorization of delegate contracts.

COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A
Bergman	X			Ouimet	X			Schwartz	X		
Gunn	X			Peterson	X			Sizemore			X
Irwin	X			Ping	X			Smith	X		
Judge			X	Prater	X						

CLERK/REGISTER'S CERTIFICATE - CERTIFIED COPY

ROLL CALL VOTE: TOTALS

9 0 2

STATE OF MICHIGAN)

COUNTY OF WASHTENAW)^{SS}

I, Lawrence Kestenbaum, Clerk/Register of said County of Washtenaw and Clerk of Circuit Court for said County, do hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the Washtenaw County Board of Commissioners at a session held at the County Administration Building in the City of Ann Arbor, Michigan, on January 20, 2010, as it appears of record in my office.

In Testimony Whereof, I have hereunto set my hand and affixed the seal of said Court at Ann Arbor, this 21st day of January, 2010.

LAWRENCE KESTENBAUM, Clerk/Register

BY: _____

Deputy Clerk



Res. No. 10-0013

A RESOLUTION AUTHORIZING PAYMENT OF CLAIMS COMMENCING WITH THE LAST PREVIOUSLY APPROVED CLAIM AND CONTINUING THROUGH THE DATE OF JANUARY 8, 2010

WASHTENAW COUNTY BOARD OF COMMISSIONERS

JANUARY 20, 2010

WHEREAS, as filed with the County Clerk is a true copy of the record of claims commencing with the last previously approved claim and continuing through the date of January 8, 2010, inclusive; and

WHEREAS, the Board of Commissioners has been assured by the County Clerk that no claim received is withheld or rejected by the list, shows the name of the claimant, the amount of the claim and the date presented;

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners hereby authorizes the payment of claims commencing with the last previously approved claim and continuing through the date of January 8, 2010, inclusive, as listed in the statement of claims as attached hereto and made a part hereof.

COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A
Bergman	X			Ouimet	X			Schwartz	X		
Gunn	X			Peterson	X			Sizemore			X
Irwin	X			Ping	X			Smith	X		
Judge			X	Prater	X						

CLERK/REGISTER'S CERTIFICATE - CERTIFIED COPY ROLL CALL VOTE: TOTALS 9 0 2

STATE OF MICHIGAN)

I, Lawrence Kestenbaum, Clerk/Register of said County of Washtenaw and Clerk of Circuit Court for said County, do hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the Washtenaw County Board of Commissioners at a session held at the County Administration Building in the City of Ann Arbor, Michigan, on January 20, 2010, as it appears of record in my office.

COUNTY OF WASHTENAW)^{SS}.

In Testimony Whereof, I have hereunto set my hand and affixed the seal of said Court at Ann Arbor, this 21st day of January, 2010.

LAWRENCE KESTENBAUM, Clerk/Register

BY: _____
Deputy Clerk



Res. No. 10-0014



COUNTY ADMINISTRATOR

220 North Main, P.O. Box 8645
(734) 222-6850

Ann Arbor, Michigan 48107-8645
FAX (734) 222-6715

MEMORANDUM

February 4, 2010

TO: Lawrence Kestenbaum, Washtenaw County Clerk/Register
FROM: Robert E. Guenzel, County Administrator
RE: Certification of Claims List Inclusive from December 18, 2009 through January 8, 2010

I HEREBY CERTIFY that to the best of my knowledge the list of attached claims as presented to the County Clerk/Register of Washtenaw, constitutes all claims received for payment subsequent to the List of Claims presented through the date of January 8, 2010 and that none have been withheld or omitted.

FURTHER; that all claims bear the date received.

FURTHER; that the list contains the name of each claimant, and the amount of the claims, and that proper authorization and documentation has been reviewed, checked and retained.

FURTHER; that the total demand upon each of the various general operating funds requiring approval by the Board of Commissioners prior to disbursements has been accurately determined and is stipulated in gross total by fund as an integral part of the List of Claims herein presented.

Staff Recommendation By:

Nicole Hann
Management Assistant



EXCEPTIONS AND PRE-CLAIMS LISTING FOR:

January 20, 2010

<u>PAYEE</u>	<u>FUND/CO</u>	<u>CHECK NO.</u>	<u>CHECK DATE</u>	<u>AMOUNT</u>	<u>EXPLANATION</u>	Batch #
Petty Cash - Public Works	1710	425744	01/07/10	\$85.61	1	444829
				<u>\$85.61</u>		

EXPLANATION

1)Early release to avoid late fees



BEGINNING OF CLAIMS: December 18, 2009
END OF CLAIMS: January 8, 2010
FOR BOARD APPROVAL: January 20, 2010

FUND	DESCRIPTION	SYSTEM CHECKS	UTILITIES	CREDIT CARDS	EXCEPTION & PRE-CLAIMS	TOTAL
1010	GENERAL FUND	\$ -	\$ 31,629.15	\$ 29,502.19	\$ -	\$ 61,131.34
1293	COMMUNITY DEVELOPMENT	\$ -	\$ -	\$ 25.39	\$ -	\$ 25.39
1710	BFI SOLID WASTE COORD.	\$ -	\$ -	\$ -	\$ 85.61	\$ 85.61
1760	ENVIRONMENTAL HEALTH	\$ -	\$ -	\$ 1,327.52	\$ -	\$ 1,327.52
1811	VETERANS RELIEF FUND	\$ -	\$ -	\$ 487.97	\$ -	\$ 487.97
1882	HIDTA	\$ -	\$ 1,310.00	\$ 3,087.60	\$ -	\$ 4,397.60
1905	911 MAINTENANCE FUND	\$ -	\$ 737.80	\$ 248.89	\$ -	\$ 986.69
2080	PARKS & RECREATION	\$ -	\$ 10,587.47	\$ 8,333.85	\$ -	\$ 18,921.32
2090	NATURAL AREAS MILEAGE	\$ -	\$ -	\$ 506.61	\$ -	\$ 506.61
2095	NATURAL AREAS MILEAGE ADMIN	\$ -	\$ -	\$ 2,504.15	\$ -	\$ 2,504.15
2150	FRIEND OF THE COURT	\$ -	\$ -	\$ 87.23	\$ -	\$ 87.23
2370	ETCS ADMINISTRATIVE FUND	\$ -	\$ 386.93	\$ 13,848.77	\$ -	\$ 14,235.70
2510	CSA HEADSTART	\$ -	\$ -	\$ 3,571.32	\$ -	\$ 3,571.32
2812	JUVENILE DRUG COURT PLAN GRANT	\$ -	\$ -	\$ 208.77	\$ -	\$ 208.77
2920	WCHO	\$ -	\$ 452.22	\$ 929.24	\$ -	\$ 1,381.46
2930	(CSTS) MENTAL HEALTH	\$ -	\$ 5,716.50	\$ 4,707.90	\$ -	\$ 10,424.40
2960	HEALTH	\$ -	\$ -	\$ 1,943.30	\$ -	\$ 1,943.30
2990	CHILD CARE	\$ -	\$ -	\$ 1,568.02	\$ -	\$ 1,568.02
4016	CI BONDS 2006 EECS	\$ -	\$ 572.12	\$ -	\$ -	\$ 572.12
4050	CAPITAL EQUIPMENT	\$ -	\$ 91,083.47	\$ 21.16	\$ -	\$ 91,104.63
6310	FACILITIES MGMT - O & M	\$ -	\$ 39,296.90	\$ 10,203.27	\$ -	\$ 49,500.17
6440	SELF INSURANCE	\$ -	\$ -	\$ 250.08	\$ -	\$ 250.08

6900	CENTREX ASSOCIATION	\$ -	\$ 88,138.62	\$ -	\$ -	\$ 88,138.62
7412	LAWNET - DRUG ENFORCEMENT	\$ -	\$ 1,009.64	\$ -	\$ -	\$ 1,009.64
7413	LAWNET NON-FORFEITURE FUND	\$ -	\$ 772.82	\$ -	\$ -	\$ 772.82
7990	CO-OP EXTENSION SERVICE	\$ -	\$ -	\$ 1,181.08	\$ -	\$ 1,181.08
0	TOTALS	\$ -	\$ 271,693.64	\$ 84,544.31	\$ 85.61	\$356,323.56

A RESOLUTION DISOLVING THE WASHTENAW COUNTY LAW ENFORCEMENT
CITIZENS REVIEW BOARD

WASHTENAW COUNTY BOARD OF COMMISSIONERS

January 20, 2010

WHEREAS, the Washtenaw County Law Enforcement Citizens Review Board (LE-CRB) comprised of nine members, was established by the Washtenaw County Board of Commissioner in December, 2006 to provide a forum for the public to bring concerns and comments about the Sheriff Department; and

WHEREAS, After discussions with the Washtenaw County Administrator, members of the Washtenaw County Board of Commissioners, and the Washtenaw County Sheriff's Office, On November 24, 2009, the Washtenaw County Law Enforcement Citizens Review Board Members requested the Washtenaw County Board of Commissioners immediately accept the resignation of all the Washtenaw County Law Enforcement Citizens Review Board Members and dissolve the Washtenaw County Law Enforcement Citizens Review Board; and

WHEREAS, the members of Washtenaw County Law Enforcement Citizens Review Board requested that a board be created entitled the Law Enforcement – Citizens Advisory Board (LE-CAB) to provide a forum for the public to bring concerns and comments regarding the Sheriff's Office; and

WHEREAS, the members of the LE-CRB indicated that they would like the opportunity to also be members of the new LE-CAB to provide continuity to the new Board; and

WHEREAS, to maintain complete objectivity, the members of the LE-CRB also indicated that vacancies on the new LE-CAB should be filled by the LE-CAB itself, rather than the Board of Commissioners or the County Sheriff; and

WHEREAS, the members of Washtenaw County Law Enforcement Citizens Review Board believe by establishing the Law Enforcement – Citizens Advisory Board, the citizens of Washtenaw County will be better served.

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners hereby dissolves the Washtenaw County Law Enforcement Citizens Review Board effective December 31, 2009.

COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A
Bergman	X			Ouimet	X			Schwartz	X		
Gunn	X			Peterson	X			Sizemore			X
Irwin	X			Ping	X			Smith	X		
Judge			X	Prater	X						

CLERK/REGISTER'S CERTIFICATE - CERTIFIED COPY

ROLL CALL VOTE: TOTALS

9 0 2

STATE OF MICHIGAN)

I, Lawrence Kestenbaum, Clerk/Register of said County of Washtenaw and Clerk of Circuit Court for said County, do hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the Washtenaw County Board of Commissioners at a session held at the County Administration Building in the City of Ann Arbor, Michigan, on January 20, 2010, as it appears of record in my office.

COUNTY OF WASHTENAW)^{SS}.

In Testimony Whereof, I have hereunto set my hand and affixed the seal of said Court at Ann Arbor, this 21st day of January, 2010.

LAWRENCE KESTENBAUM, Clerk/Register

BY: _____

Deputy Clerk



Res. No. 10-0015

A RESOLUTION FROM THE WASHTENAW COUNTY BOARD OF COMMISSIONERS
IN SUPPORT OF THE APPLICATION FOR THE OFFICIAL DESIGNATION OF THE
SOUTHEAST MICHIGAN RESOURCE CONSERVATION AND DEVELOPMENT
COUNCIL AREA FOR PROGRAM ASSISTANCE FROM USDA

WASHTENAW COUNTY BOARD OF COMMISSIONERS

January 20, 2010

WHEREAS, Southeast Michigan is the only area within the State of Michigan that does not have an independent Resource Conservation and Development Council (RC&D) to focus on improvement of quality of life through natural resources conservation and community development; and

WHEREAS, an RC&D Council would be able to assist the people of the area take better care of their natural resources; better utilize the services of USDA and other local, state, and federal agencies; and at the same time, improve their community , environment, and quality of life; and

WHEREAS, the United States Department of Agriculture's Natural Resources Conservation Service is in the process of seeking official designation for the RC & D council in southeast Michigan, which would be established as a community-based program, and governed by local leaders from the counties of Lenawee, Macomb, Monroe, Oakland, St. Clair, Washtenaw, and Wayne; and

WHEREAS, Washtenaw County and its citizens will benefit from the official designation of an RC & D council that seeks to enhance the quality of life for the area's residents by providing environmental and economic benefits vitals of the health and well- being of the community;

NOW THEREFORE, BE IT RESOLVED, that the Washtenaw County Board of Commissioners supports the application for the official designation of the Natural Resources Conservation and Development Council, to be submitted by the USDA Natural Resources Conservation Service, and that this support be communicated to the USDA Secretary of Agriculture, other communities within Southeast Michigan, and to all other interested parties.

COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A
Bergman	X			Ouimet	X			Schwartz	X		
Gunn	X			Peterson	X			Sizemore			X
Irwin	X			Ping	X			Smith	X		
Judge			X	Prater	X						

CLERK/REGISTER'S CERTIFICATE - CERTIFIED COPY

ROLL CALL VOTE: TOTALS

9 0 2

STATE OF MICHIGAN)

COUNTY OF WASHTENAW)^{SS}.

I, Lawrence Kestenbaum, Clerk/Register of said County of Washtenaw and Clerk of Circuit Court for said County, do hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the Washtenaw County Board of Commissioners at a session held at the County Administration Building in the City of Ann Arbor, Michigan, on January 20, 2010, as it appears of record in my office.

In Testimony Whereof, I have hereunto set my hand and affixed the seal of said Court at Ann Arbor, this 21st day of January, 2010.

LAWRENCE KESTENBAUM, Clerk/Register

BY: _____

Deputy Clerk



Res. No. 10-0016



COUNTY ADMINISTRATOR

220 NORTH MAIN STREET, P.O. BOX 8645
ANN ARBOR, MICHIGAN 48107-8645
(734) 222-6850
FAX (734) 222-6715

TO: Rolland Sizemore
Chair, Washtenaw County Board of Commissioners

THROUGH: Robert E. Guenzel
County Administrator

FROM: Richard Fleece, Director
Public Health Department

DATE: January 20, 2010

SUBJECT: Approval of the Health Code Appeals Board/Public Health Advisory
Committee Bylaws

BOARD ACTION REQUESTED:

Public Health is requesting the Board of Commissioners approve the bylaws including a name change of the Health Code Appeals Board/Public Health Advisory Committee

BACKGROUND:

Resolution 88-0344 established the Health Code Appeals Board/Public Health Advisory Committee to provide review and advice on matters pertaining to Public Health and/or the organization and operation of the Public Health Division. In addition, the Board has the authority to hear appeals of environmental actions by the Environmental Health Division and to grant variances from local environmental ordinances and state regulations as was previously vested in the Board of Health. Bylaws have never been adopted for this Board.

DISCUSSION:

The Health Code Appeals Board/Public Health Advisory Committee has been in existence since 1988 but has never established bylaws to govern their meetings. To assure continuity, consistency and adherence to certain protocols the Board/Committee determined bylaws should be adopted. As a Board/Committee established by The Board of Commissioners these bylaws must first be approved by the Board of Commissioners. As part of this action it is further requested the name of the Board/Committee be simplified to now be known as the Washtenaw County Public Health Board.

IMPACT ON HUMAN RESOURCES:

None

IMPACT ON BUDGET:

None

IMPACT ON INDIRECT COSTS:

None

IMPACT ON OTHER COUNTY DEPARTMENTS OR OUTSIDE AGENCIES:

None

CONFORMITY TO COUNTY POLICIES:

This requested Board action conforms to all applicable County policies.

ATTACHMENTS:

Proposed Washtenaw County Public Health Bylaws

A RESOLUTION TO APPROVE THE HEALTH CODE APPEALS BOARD/PUBLIC HEALTH ADVISORY COMMITTEE BYLAWS

WASHTENAW COUNTY BOARD OF COMMISSIONERS

January 20, 2010

WHEREAS, Resolution 88-0344 established the Health Code Appeals Board/Public Health Advisory Committee, and

WHEREAS, that Board/Committee is authorized to provide review and advice on matters pertaining to Public Health and/or the organization and operation of the Public Health Division, and

WHEREAS, the Board/Committee has the authority to hear appeals of environmental actions by the Environmental Health Division and to grant variances from local environmental ordinances and state regulations as was previously vested in the Board of Health, and

WHEREAS, bylaws have never been adopted for this Board/Committee, and

WHEREAS, the adoption of bylaws will assist in assuring continuity, consistency, and adherence to protocols, and

WHEREAS, The Committee/Board is unanimous in its request that these bylaw changes occur, and

WHEREAS, the adoption of these bylaws and name change requires the approval of the Board of Commissioners,

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners hereby approves the Washtenaw County Public Health Board Bylaws

COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A
Bergman	X			Ouimet	X			Schwartz	X		
Gunn	X			Peterson	X			Sizemore			X
Irwin	X			Ping	X			Smith	X		
Judge			X	Prater	X						

CLERK/REGISTER'S CERTIFICATE - CERTIFIED COPY

ROLL CALL VOTE: TOTALS

9 0 2

STATE OF MICHIGAN)

COUNTY OF WASHTENAW)SS.

I, Lawrence Kestenbaum, Clerk/Register of said County of Washtenaw and Clerk of Circuit Court for said County, do hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the Washtenaw County Board of Commissioners at a session held at the County Administration Building in the City of Ann Arbor, Michigan, on January 20, 2010, as it appears of record in my office.

In Testimony Whereof, I have hereunto set my hand and affixed the seal of said Court at Ann Arbor, this 21st day of January, 2010.

LAWRENCE KESTENBAUM, Clerk/Register

BY: _____

Deputy Clerk



Res. No. 10-0017

**BYLAWS
WASHTENAW COUNTY PUBLIC HEALTH BOARD**

Article I – Authority

The Washtenaw County Board of Commissioners retains unto itself the policy authority for local board of health pursuant to Section 2413 of the Public Health Code, 1978 PA 368, as amended, MCL 333.1101 et seq., (hereinafter, the “Public Health Code”), and under the same authority establishes the Washtenaw County Public Health Board to carry out such duties as shall be delegated to it under these bylaws.

Article II – Purpose

Section 1: The purpose of the Board is to review matters impacting the public health of the community and make recommendations for public health actions to the Board of Commissioners through the Health Officer as defined under the Public Health Code. Further, the Board shall hear appeals and requests for variances from local public health and environmental regulations established under the Public Health Code.

Article III – Membership, Term of Office

Section 1: Membership shall consist of five (5) members appointed by the Washtenaw County Board of Commissioners, one of which shall be a current member of the Washtenaw County Board of Commissioners.

Section 2: Each member shall be appointed to a five (5) year staggered term, except that the Board of Commissioner member’s term shall continue until such time as the appointment of a successor Board of Commissioner has been made.

Section 3: Appointments to fill vacancies or resignations shall serve the remainder of the term for the appointment filled.

Section 4: Membership shall take into account relevant public health constituencies, experience and education from sectors including, but not limited to public and environmental health, academia, medical, engineering, legal, health sciences, and citizens at large.

Article IV – Attendance at Meetings

Meeting attendance shall conform to the policies of the Board of Commissioners.

Article V – Officers

Section 1: The Board shall elect officers by simple majority vote at its first meeting annually each calendar year.

Section 2: Officers shall consist of a Chair and Vice Chair. The Board secretary shall be a member of the staff of the Washtenaw County Public Health Department.

Section 3: The Vice Chair shall perform and fulfill all of the duties of the Chair in the absence or incapacity of the Chair. When neither the Chair nor Vice Chair is present to chair Board meetings the members present shall select a temporary Chair to run the meeting provided there is quorum.

Section 4: In the event a vacancy occurs in the Vice Chair the Chair shall appoint a replacement to serve the remainder of the calendar year. In the event a Chair becomes vacant the Board shall elect a replacement by simple majority vote to serve the remainder of the calendar year.

Article VI – Meetings

Section 1: The Board shall meet monthly for the purpose of hearing appeals and variances and to advise the Health Officer on matters of public health issues, policy and planning.

Section 2: Board meetings may be cancelled at the discretion of the Chair in consultation with the Health Officers.

Section 3: The Chair of the Board may schedule special meetings as needed for any business consistent with the purpose of the Board with seven (7) days advance notice.

Section 4: All Board meetings shall be governed by Roberts Rules of Order and the Open Meetings Act, 1976 PA 267, as amended, MCL 15.261 et seq., (hereinafter, the “Open Meetings Act”). Appropriate notice shall be provided.

Section 5: Three (3) or more members present shall constitute a quorum. Decisions by the Board shall require a majority vote of the quorum present.

Section 6: All Board meetings shall comply with the Open Meetings Act.

Article VII – Variances and Appeals

Section 1: The Board shall review requests for variances as specified in local public health and environmental regulations. The Board shall consider all pertinent facts including the practical limitations in meeting the strict compliance with the regulation, the rationale for the regulatory provision being appealed, the impact on the health, environment and living conditions of the appellant and surrounding neighbors, and the long term impact of the alternative being requested by the appellant.

Section 2: The Board shall hear requests to appeal decisions of the Health Officer. The Board shall review all pertinent facts that led to the decision of the Health Officer including the regulatory citation when relevant, the public health reason for the citation, the individual facts of the case, the resultant impact of the decision and any viable alternative to the decision.

Article VIII – Indemnification

Board members shall be indemnified by Washtenaw County against any liability, cost or expense, including attorney fees and amounts paid in settlement of any claim, arising out of any act or omission to act pertaining to their action as a board member, except in the case of willful misconduct or criminal activity pertaining to their action as a board member.

Article IX – Disclosure

Any Board member with a personal or business interest with an owner of a property or business under review shall make a verbal disclosure of that relationship and abstain from voting on any related Board actions.

Article X – Adoption and Amendment of Bylaws

Section 1: These bylaws shall be effective upon adoption by a majority of the Board.

Section 2: These bylaws are subject to the review and approval of the Washtenaw County Board of Commissioners.

Section 3: These bylaws may be amended in the same manner as the initial adoption.



COUNTY ADMINISTRATOR
220 NORTH MAIN STREET, P.O. BOX 8645
ANN ARBOR, MICHIGAN 48107-8645
(734) 222-6850
FAX (734) 222-6715

TO: Rolland Sizemore, Jr.
Chair of Board of Commissioners

THROUGH: Robert E. Guenzel
County Administrator

FROM: Anthony VanDerworp, Director
Office of Strategic Planning

DATE: January 20, 2010

SUBJECT: City of Milan Master Plan Update Review

BACKGROUND

The City of Milan (City) submitted an updated City of Milan Master Plan on November 16, 2009, for comment by Washtenaw County, in accordance with the procedures set forth in the Michigan Planning Enabling Act, Public Act 33 of 2008. The Act allows the County to provide comments, which are advisory only, to the City. Any comments must include, but need not be limited to, both of the following as applicable:

- A statement as to whether the proposed master plan is consistent with the plans of contiguous communities and applicable regional plans, and;
- A statement as to whether the proposed update is consistent with the County Plan.

DISCUSSION

Office of Strategic Planning staff evaluated the proposed amendments according to the goals, objectives and recommendations of *A Comprehensive Plan for Washtenaw County*. The Office of Strategic Planning distributed the updated plan to the Washtenaw County Departments of Public Works, Parks and Recreation, Public Health, Washtenaw County Road Commission, Office of the Water Resources Commissioner and the Washtenaw Area Transportation Study (WATS) for comment. Any comments received from these departments and agencies are included in the attached staff report.

The attached comments and staff report were reviewed and approved by the Washtenaw County Planning Advisory Board at their December 21, 2009 meeting. After acceptance of the report by the Washtenaw County Board of Commissioners, the report will be submitted to the City and the contiguous communities.

ATTACHMENTS

- Cover Letter
- Staff Report

A RESOLUTION TO ACCEPT COMMENTS FROM THE WASHTENAW COUNTY PLANNING ADVISORY BOARD ON THE CITY OF MILAN MASTER PLAN UPDATE AND DIRECT THE COUNTY CLERK TO SEND COMMENTS TO THE CITY OF MILAN AND THE CONTIGUOUS LOCAL UNITS OF GOVERNMENT

WASHTENAW COUNTY BOARD OF COMMISSIONERS

January 20, 2010

WHEREAS, Public Act 33 of 2008 (“the Act”) allows the County to submit comments on the proposed update to the City of Milan Master Plan to the City of Milan; and

WHEREAS, the Act requires that any comments include, but not be limited to, a statement whether the proposed revisions are considered to be inconsistent with the plan of any contiguous city, village, township or region, and a statement whether the proposed plan is considered to be inconsistent with the county plan; and

WHEREAS the County Board of Commissioners created the Planning Advisory Board to review plans and recommend adoption by the Board of Commissioners; and

WHEREAS City of Milan submitted an updated City of Milan Master Plan; and

WHEREAS the revisions were reviewed for consistency with the goals, objectives and recommendations of *A Comprehensive Plan for Washtenaw County*; and

WHEREAS the amendment was reviewed and approved by the Washtenaw County Planning Advisory Board at their December 21, 2009 meeting;

WHEREAS the amendments are forwarded to the Washtenaw County Board of Commissioners as a County staff report for review;

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners accepts the staff report from the Washtenaw County Office of Strategic Planning on the City of Milan Master Plan Update, and

BE IT FURTHER RESOLVED that the Board of Commissioners directs the County Clerk to send the comments to City of Milan and the contiguous local units of government.

COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A
Bergman	X			Ouimet	X			Schwartz	X		
Gunn	X			Peterson	X			Sizemore			X
Irwin	X			Ping	X			Smith	X		
Judge			X	Prater	X						

CLERK/REGISTER'S CERTIFICATE - CERTIFIED COPY

ROLL CALL VOTE: TOTALS

9 0 2

STATE OF MICHIGAN)

COUNTY OF WASHTENAW)^{SS}.

I, Lawrence Kestenbaum, Clerk/Register of said County of Washtenaw and Clerk of Circuit Court for said County, do hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the Washtenaw County Board of Commissioners at a session held at the County Administration Building in the City of Ann Arbor, Michigan, on January 20, 2010, as it appears of record in my office.

In Testimony Whereof, I have hereunto set my hand and affixed the seal of said Court at Ann Arbor, this 21st day of January, 2010.

LAWRENCE KESTENBAUM, Clerk/Register

BY: _____

Deputy Clerk



Res. No. 10-0018



Washtenaw County
Office of Strategic Planning

December 21, 2009 – Draft until Adoption

Robert Grostick
City of Milan
Building/Zoning Official
147 Wabash St.
Milan, MI 48160

Re: City of Milan Master Plan Update

Dear Mr. Grostick:

Thank you for the opportunity to comment on the City of Milan Master Plan Update. In accordance with the Michigan Planning Enabling Act, Public Act 33 of 2008, the City Plan was reviewed by Washtenaw County Office of Strategic Planning and the Board of Commissioners.

Staff reviewed the proposed amendment in the context of *A Comprehensive Plan for Washtenaw County* (County Plan), plans of contiguous local units of government and the current City of Milan Master Plan (City Plan). Staff found the proposed amendments to be consistent with the County Plan and the plans for the contiguous communities.

Worth commending is the City's preferred development pattern of a combined focus of development and re-development opportunities within the City and expanded city boundaries with a focus on residential development. This development pattern provides an alternative to developing open space and farmland and minimizes the cost of service provision.

Although the following recommendations are not applicable to the consistency with the County Plan, we strongly encourage the incorporation of the following to enhance the overall plan:

- Identify specific numeric densities for the two residential categories on the Future Land Use Map (Map 8) to provide clarity on the density that is intended for residential development within the City.
- Replace the population and employment projections currently used in Tables Two and Twelve with the population and employment projections from the 2035 SEMCOG Regional Development Forecast for the City of Milan and the surrounding communities, or, if available, use population and employment projections from another source that are also more up-to-date.
- Add commentary boxes along Plank Road and Allen Road to the southeast and south of the city and commentary boxes along the Saline-Milan Road and along the Saline River

on Map 7 to depict careful coordination of development and its proximity to the Saline River, and to ensure clear delineation of urban service areas with the natural/preserved open space areas along the Saline River.

- Incorporate affordable/workforce housing provisions as a residential objective which will further meet the residential goal of providing a range of housing options.
- Include an objective to develop model ordinances and design guidelines for ensuring the desired character of the community.
- Include PA 425 Intergovernmental Agreements and Act 7 Urban Cooperation Act Agreements as methods for achieving development and urban service provisions goals of the City Plan.
- Articulate a goal to seek protection and preservation of historic resources through local, state and national programs into the City Plan.
- Cultural arts play a prominent role in the community and for attracting future residents. These facilities and programs should be recognized and incorporated into the City Plan.
- Incorporate recommended policies and sample Master Plan language from the Non-Motorized Plan for Washtenaw County into the City Plan (see WATS comments).
- Incorporate language that more clearly discusses the transit needs of the residents into the City Plan (see WATS comments).
- Incorporate WATS Transit Plan for Washtenaw County by reference into the City Plan and become involved with the ongoing discussions to expand transit service and connect more residents with public transit (see WATS comments).
- Revise Map 4: Functional Classification Map on page 40 to the adopted National Functional Classification Map found for the City of Milan (see WATS comments).
- Add specific objectives for creating a complete pedestrian and bicycle system throughout the City into the City Plan (see WATS comments).

Sincerely,

|

Anthony VanDerworp, Director
Office of Strategic Planning
Washtenaw County

AV/TB

Attachments
Staff Report

Cc: York Township
Milan Township



Washtenaw County Office of Strategic Planning

Staff Report

RE: City of Milan Master Plan Update – Washtenaw County Review

Staff Report Date: December 14, 2009

Background

The Washtenaw County Office of Strategic Planning received the draft City of Milan Master Plan Update (City Plan) on November 16, 2009. In accordance with the Michigan Planning Enabling Act, Public Act 33 of 2008, the County may provide comments to the City, which must include two statements of consistency:

- A statement as to whether, after considering any comments received by contiguous local units of government, the proposed amendments are consistent with the plan of contiguous communities, and;
- A statement as to whether the proposed amendments are consistent with the County Plan.

The proposed amendment was reviewed for consistency with *A Comprehensive Plan for Washtenaw County* (County Plan). The Washtenaw County Department of Development Services, Department of Parks and Recreation, Road Commission, Department of Public Health, Office of the Water Resources Commissioner and the Washtenaw Area Transportation Study (WATS) were also given the opportunity to comment on the document. WATS responded with comments on the City Plan Update and they are attached (Attachment A).

Summary of Update/Review in context of County Plan

The City's Master Plan Update is comprised of almost the same content as the last updated Master Plan adopted in February 2002. According to the City's cover letter the purpose of the master plan update is to adjust map boundaries due to recent 425 agreements, update proposed projects that are now complete and update tables where possible. The cover letter also states that the comprehensive set of recommendations for the direction of land use and development in the City of Milan remains unchanged.

While the cover letter mentions that tables were updated where possible, there are two tables in the Population Analysis section of the Survey and Analysis chapter that do not include more recent data that is available. Specifically, the City Plan Update includes population and employment projections from the 2020 SEMCOG Regional Development Forecast which was released in 1996. These are the same numbers that were used for the 2001 City Plan Update. A 2035 SEMCOG Regional Development Forecast was released in 2008 with updated population and employment projections for years that are in increments of 5 between 2010 and 2035. The population and employment projections for 2010 and 2020 are updated in the 2035 SEMCOG Regional Development Forecast and are different from the population projections that are

included in Table Two on Page 19 and the employment projections in Table Twelve on page 31. The City should consider using the population and employment projections from the 2035 SEMCOG Regional Development Forecast, or, if available, use population and employment projections from another source.

SEMCOG anticipates that 16% of the population in the City of Milan and surrounding townships (M.O.R.E. Region) will be above the age of 65 by the year 2030. The City Plan Update includes Table Four, which outlines the population by age groups in the City for the year 2000, based on US Census Data. The City should consider adding a table and an analysis of population projections by age group. This is supported by WATS comments. This data can be accessed from the SEMCOG website (www.semco.org) under "Data and Maps" and under "Community Profiles."

All of the maps in the City Plan Update have been revised to include the newly incorporated areas of the city since the last plan update in 2001, including recent P.A. 425 Agreement areas with the two surrounding townships (York and Milan Townships). These maps include the Neighborhood Analysis Areas (Map 2), Functional Classification Map (Map 4), Natural Resources Analysis (Map 5), Existing Land Use (Map 6), Resources and Constraints (Map 7), and Future Land Use (Map 8). The difference between the two maps include newly annexed areas to the southwest with the City's boundary with Milan Township in Monroe County, incorporating areas surrounding the new Milan High School; the new residential PA 425 area to the south along Allen and Crowe Roads and the Ann Arbor Railroad in Monroe County at its boundary with Milan Township; and to the southeast in Monroe County with its boundary with Milan Township which includes the Saline River and areas along Main Street and Plank Road.

On the Future Land Use Map (Map 8), the areas in the southwest surrounding the new high school are mostly residential and public (area comprising the high school), the 425 area to the south includes a newly platted residential subdivision, and the areas to the southeast along Plank Road are mostly in the Highway Business District designation. On the Washtenaw County side of the City, the city limits have remained the same since the last City Plan Update in 2001. The maps in the new City Plan Update include newly platted subdivisions in the PA 425 Area both north and south of Arkona Road, as well as a newly platted site-condo in the northwest part of the City where Lewis Street extends into the Meadowbrook Condominiums. Both of these areas have residential designations on the Future Land Use Plan (Map 8) which was the designation in the 2001 City Plan Update. Other map changes include the designation of public areas on the west-northwestern edge of the City along Saline-Milan Road from residential, as well as the an expanded Highway Business District area located on the east side of Dexter St. south of the on-ramp onto US 23 and north of Federal Avenue that was formerly designated as Recreation/Open Space in the 2001 City Plan Update, as well the expanded Highway Business District on the east side of US 23 and adjacent to the federal prison.

Within the Future Land Use section of the plan, it defines each of the Future Land Use categories on Map 8. However, it doesn't identify a specific numeric density for the Single-Family Residential and Multi-Family Residential categories. The City should identify a specific numeric density for these two residential categories to provide clarity on the density that is intended for residential development within the City.

The Milan Plan Update includes Natural Resources Analysis Map (Map 5). The Milan Plan Update also includes and Resources and Constraints Map (Map 7). Both of these maps illustrate natural resources and their development constraints. However, the City should consider adding more commentary boxes along Plank Road and Allen Road to the southeast and south of the city and commentary boxes along the Saline-Milan Road and along the Saline River on Map 7 to depict careful coordination of development and its proximity to the Saline River, and to ensure clear delineation of urban service areas with the natural/preserved open space areas along the Saline River.

The Milan Plan Update states a goal that the City "...will continue to provide quality residential neighborhoods, with a range of housing options for a variety of ages and incomes..." but does not include objectives specifically related to Affordable Housing. Analysis of existing affordable housing and/or further provisions for low to moderate income housing would strengthen the Milan Plan update. Some methods of both maintaining existing and increasing the production of new affordable housing recommended in the County Plan include the redevelopment of older areas for housing, co-housing, co-ops and senior residences, the use of housing grants, tax credits, and density incentives such as cluster development. Additionally, using strategies such as inclusionary zoning, and incentives such as a streamlined approval process for developments meeting set criteria for affordability can help the city reach affordable housing goals. Incorporating affordable housing provisions, as another residential objective, will further meet the residential goal of providing a range of housing options.

The Milan Plan Update includes an analysis of development alternatives for the city. The preferred alternative selected in the Plan is a combined focus of expanded city boundaries with a focus on re-development opportunities within the City. The plan specifically identifies vacant land within the City in different locations for redevelopment opportunities, including along the lake frontage within the Main Street downtown area, vacant land adjacent to US 23, vacant land in the southwest portion of the City, and vacant lands off of Allen Road, Kevin Way/Richard Way and Ohio Street in the southern areas of the city.

The Milan Plan Update also includes a section on ensuring that development on vacant city parcels follows the principals of traditional development, which will guarantee that existing and future development is compatible and will preserve the existing traditional character of the City. This supports County Plan Landscapes Recommendation 1.7, Small City and Village Residential Infill. The Milan City Plan Update also incorporates the preferred development in the goals and objectives, and makes mention of design standards in the Implementation Strategies section. However, it doesn't specifically recommend the development of model ordinances or design standards to ensure the desired character of the community is retained as outlined in County Plan Landscapes Recommendation 1.10: "Develop model ordinances to ensure desired character of community is retained such as architectural guidelines, landscaping, signs, lighting, and parking standards." The City should include an objective to develop model ordinances and design guidelines for ensuring the desired character of the community.

In the Implementation Strategies section of the plan it mentions "Continued cooperation between local units of government" as a strategy for promoting growth

and that the City and surrounding communities should continue to regularly communicate and share plans to maximize the benefits for their citizens. However, it doesn't mention specific tools, such as PA 425 Intergovernmental Agreements and PA 7 of 1967 Urban Cooperation Act Agreements as possible methods for achieving community goals that go beyond the City's boundaries. The City should include these specific tools as part of the Implementation Strategies section of the plan.

The preservation of historic resources has economic, environmental and social benefits. Chapter Nine of the Washtenaw County Comprehensive Plan places significant value upon our irreplaceable historic resources. Recommendations 1.1 through 1.6 encourages the recognition of historic resources through the creation of local historic districts and listing on the National Register of Historic Places, as well as the application of innovative preservation strategies such as preservation easements and overlay districts. Federal and state tax credit programs are also a viable preservation strategy for many communities like Milan. Furthermore, Recommendation 3.1 promotes the incorporation of historic resources in local master plan updates, while Recommendation 3.2 suggests historic resource education by local units of government.

The City of Milan has tied its identity, at least in part, to its historic resources. Such historic resources include the Friend-Hack House, which was placed on the National Register of Historic Places in 1991, and the Milan Old Village Hall & Fire Station, which was honored by a State Historic Marker in 1986. These handsome landmarks and everyday structures are mentioned obliquely throughout the plan. Given the wealth of extant recorded and unrecorded historic resources within the City's bounds, this topic is deserving of a more comprehensive description. Language regarding the importance of historic preservation to the community's character should be included in the update. Communities in the Midwest and elsewhere with similar historic building stock, such as Superior Township, have adopted a Historic Preservation Master Plan as an addendum or incorporated into an existing plan. While this type of formalized intent is recommended, at minimum, the City should consider articulating a goal to seek protection and preservation of historic resources through local, state and national programs.

"Brain drain," "Cool Cities," and the issue of retaining young professionals within Michigan's urban settings is a common theme among economic development agencies recently. The City Plan Update identified the need to provide opportunities to strengthen and enhance locally owned businesses located in the Central Business District and in neighborhood commercial areas. The City should consider goals and strategies within the plan that could attract young professionals and businesses in these areas. The arts and arts institutions can play a role in the function of attracting young professionals to the City and area and could be evaluated as part of this planning process.

Contiguous Community Land Uses

- North (York Township): The York Township Growth Management Plan for the section along its border with the City of Milan located entirely within Urban Services District II and Urban Services District III. Urban Services District II is located east of US 23 and the City and is designated for Research/Technology

uses north of Arkona and east of Carpenter Road. The area south of Arkona Road is designated as a combination of Public/Quasi Public, Suburban and Urban Residential. The land between Carpenter Road and US 23 and north of the Carpenter Rd/US 23 interchange is designated as commercial and office uses. Urban Services District III is located west of US 23 and north and west of the city limits. It is designated as various densities of residential, including single-family detached, attached, town houses, quad-plex, condominiums, and medium density multiple residential uses. Commercial is also located north of Arkona Road and immediately west of US 23. Open space preservation is designated along the Saline River. Both urban services districts are intended to be served with public water and sewer.

- South (Milan Township): Milan Township's Future Land Use Plan for the section bordering the City of Milan are designated as mostly low-density residential, 2-4 du/ac, with smaller sections of Medium Density Residential along Plank Road. Commercial is also designated adjacent to the city along Plank Road. Open Space/Conservation is also designated along the Saline River to the southeast of the City. Further away from the city but nearby land is also designated as Secondary Agriculture/Rural Estates, Prime Agricultural, and Tech/Research/Office Park along US 23 and Crowe Road.



705 NORTH ZEEB ROAD, 2ND FLOOR
ANN ARBOR, MICHIGAN 48103-1560
PHONE: (734) 994-3127 FAX: (734) 994-3128
WEBSITE: WWW.MIWATS.ORG
E-MAIL: WATS@MIWATS.ORG

Planning Reviews

Community: Milan City **Date Received:** November 17, 2009

Complete Master Plan Update: X **Complete Zoning Plan Update:**

Master Plan Amendment: **Zoning Plan Amendment:**

Other:

Sections reviewed: Entire Document Goals Policies
 Land Use Recommendations Transportation Recommendations Other

General Comments:

The City of Milan Master Plan discusses many forward thinking ideas in terms of expansion, design, and livability within and around the City. The public process used to create it was well thought out and the results of that process are clearly documented. The Washtenaw Area Transportation Study offers the following comments on the City’s new Draft Master Plan:

In general, the plan discusses pedestrian movements and the necessity for pedestrian access in the plan. WATS recommends a more holistic approach to discussing, designing, and implementing non-motorized transportation through integrated transportation corridors that provide for movement by all modes. The City should consider the needs of pedestrians and bicyclists for more than recreation including it as a means of transportation for work, shop and other trips. Having a transportation system that provides for all modes is an effective tool in developing sustainable communities.

WATS worked extensively with local units of government across Washtenaw County to develop the Non-motorized Plan for Washtenaw County. The Plan includes recommended policies and sample Master Plan language that the City could consider incorporating.

While the Master Plan discusses the closing of Milan Public Transit, the document does not discuss the importance of transit service and the access opportunities it provides. The existing services provided

POLICY COMMITTEE MEMBERS

- CITY OF ANN ARBOR • ANN ARBOR TRANSPORTATION AUTHORITY • ANN ARBOR TOWNSHIP • CITY OF CHELSEA • VILLAGE OF DEXTER •
- DEXTER TOWNSHIP • EASTERN MICHIGAN UNIVERSITY • MICHIGAN DEPARTMENT OF TRANSPORTATION • NORTHFIELD TOWNSHIP • PITTSFIELD TOWNSHIP •
- CITY OF SALINE • SCIO TOWNSHIP • SOUTHWEST WASHTENAW COUNCIL OF GOVERNMENTS • SUPERIOR TOWNSHIP • UNIVERSITY OF MICHIGAN •
- WASHTENAW COUNTY BOARD OF COMMISSIONERS • WASHTENAW COUNTY ROAD COMMISSION • CITY OF YPSILANTI • YPSILANTI TOWNSHIP •
- EX OFFICIO: FEDERAL HIGHWAY ADMINISTRATION • SOUTHEAST MICHIGAN COUNCIL OF GOVERNMENTS •

AN INTERMUNICIPALITY COMMITTEE ORGANIZED UNDER ACT 200 OF PUBLIC ACTS OF MICHIGAN (1957)
REPRESENTING WASHTENAW COUNTY

target few residents. Considering recent efforts to expand transit service in the county, including AATA's intentions to move to a countywide provider, the Master Plan should incorporate language that more clearly discuss the transit needs of the residents.

WATS also developed a countywide transit plan, which discusses the needs of area residents. WATS is also actively participating with AATA and other groups to develop a concept for transit service throughout the county. Consider incorporating the WATS Transit Plan for Washtenaw County by reference and becoming involved with the ongoing discussions to expand transit service and connect more residents with public transit.

Comments by section

Introduction:

Page 3: Consider adding "transportation" to the list under the first bullet point.

Page 7-17: Discussion of previous plans can be helpful, however, where discussion of previous plans end and the new Master Plan begins is difficult to discern.

Survey and Analysis:

Page 19: SEMCOG's forecast for Milan's population has changed. SEMCOG now forecasts the population of Milan to be 5,635 in 2010.

Page 20-21: Examining age demographics are critical to effective planning since different age groups require different types and levels of services. Consider adding information on the projected population of each age group, not just information on the current numbers.

Neighborhoods section (page 25): Based on the future land use map, the areas proposed to be annexed in to the City would not score well on the neighborhood evaluation. This does not match the second paragraph on page 28, which states: "...and take steps to ensure that new development incorporates as many of the features as appropriate."

Page 26: Consider adding "safe crossings" to the Walkability section.

Page 32-33: With Transportation expenses representing 62% of weekly per capita expenditure, the City should strongly encourage and invest in a complete transportation system including, sidewalks, bike lanes and public transit to offer more cost effective alternatives to driving. This has additional benefits such as creating a more sustainable, healthy, livable community.

Page 38: Consider adding "sidewalks and bike facilities" after "roads" in the last paragraph and adding "the availability of public transit" after "congestion".

Page 39 paragraph 1: Consider using "transportation system" instead of "street network".

Page 39-42: The National Functional Classification (NFC) is the federally accepted classification of roads that determines funding eligibility for various types of state and federal transportation grants. This section closely follows the NFC but does not specifically mention the system. Staff of both Milan

and WATS as well as transportation officials in Monroe County worked to update the NFC of the City of Milan. The Map on page 40 does not match the adopted NFC for the City of Milan.

Page 42: Level of Service (LOS) is adequately described, however, the actual LOS of areas in the City is not. This measure is of little help when not used to evaluate any areas of the City.

Page 42: Please note that a set of “pool” traffic counters is available for purchase/use at the Washtenaw County Road Commission.

Page 43: This section provides an informative background of Access Management policy and practice. Consider adding recommendations on implementing access management within in the City.

Page 44: Many discussions are occurring at the local, state, and federal level regarding expansion of commuter rail. The WALLY rail line is currently proposed to stop in Ann Arbor but could be extended south, through Milan in the future. This would also provide a link to service planned from Ann Arbor to Detroit. The Master Plan should consider the impact of such commuter rail expansion.

Page 44: The section on pedestrians and bicyclists focuses mainly on their use as a way to recreate or ways to connect recreational uses. While this is an added benefit, complete sidewalks and a full network of bike lanes have the potential to link a vast majority of the trips and land uses within the City.

Page 49: The Milan High School on Redman Road is not safely accessible by walking or biking and the students identified it as a need during a survey completed in 2005-2006.

Goals and Objectives:

Excess truck traffic and the desire for alternate truck routes should be considered along with the area’s need for the efficient movement of goods and materials. The Charter Township of Milan currently prohibits through trucks. Restricting truck traffic can potentially eliminate federal funding for transportation improvements on restricted routes.

Page 73: Consider adding specific objectives for creating a complete pedestrian and bicycle system throughout the City in the transportation section.

Page 73-74: Consider moving the first bullet strategy on page 74 (non-motorized connections) to the transportation section on page 72-73 and change the word “parks” to “destinations”

Alternatives Analysis:

Page 77: When considering redevelopment opportunities, also consider the possibility of an expanded commuter rail system and a possible stop or station within the City of Milan.

Page 87: Even with a proposed expansion to a roughly 2.5 mile square City nearly all of the trips in and around Milan could be made without a personal vehicle, savings transportation costs and contributing to a healthy, sustainable, livable community. A complete non-motorized and effective transit system is additional options for sustainability.

Future Land Use Plan:

It is sometimes unclear whether statistics and discussion in this section refer to the City of Milan's current boundaries or the potential boundary expansion. Take care to ensure points clearly specify that under discussion.

Page 90: With mixed uses not proposed in the future land use map and the stark separation of recreation, residential and commercial areas proposed in the expanded City boundaries, it is unclear how the City will be able to promote traditional neighborhood design and a vibrant community without becoming increasingly suburbanized which may not be sustainable.

Page 91-92: With single-family residential areas proposed to increase so dramatically, consider adding specific language to replace the description on page 92 of "average-sized lots" clearly identify the proposed landscape.

Page 96 First bullet: Consider changing "Increase usage" to "Encourage residential usage". Also consider adding mixed use development as a separate bullet point.