

**Community Policing Action Council (CoPAC)  
Ypsilanti, Michigan**

**Minutes  
January 3, 2006  
6pm, Haab Building**

**In Attendance:**

CoPAC Members: George Basar (YPD), Peter Hubbard (Gerganoff), Rodney C. Nanney (Midtown), Judy Williston (CHENA), Rebecca Dunkle (Normal Park), Robert Miller (Friends of the YPD), Esther Williams (Gateway Community Council), Tisha Moore (Woods Road), Megan Turf (Prospect Gardens), Sandee French (DTA), Matt Harshberger (YPD), Fred Williams (Heritage Park), Steve Pierce (Historical Southside), Greg Peoples (EMU), Margaret Ann Kildau (Prospect Park)

Department Heads: Bob Bruner (Asst City Manager), Karl Barr (City Attorney), Cherry Lawson (City Clerk), Amanda Holsinge (City Clerk), Marilou Uy (Assessor's Office), James Robers (Fire Department), Brett Lenart (City Planning Department), Ed Koryzno (City Manager), Charles Boulard (Building Department).

Minutes from the previous meeting (November 1, 2005) were approved.

**Treasurers Report**

\$931 in savings

\$301.92 in checking

\$1032.92 total

**Department Head's Reports**

<http://www.cityofypsilanti.com/>

**Ed Koryzno - City Manager**

Mr. Koryzno discussed the city's finances and gave an overview of the Town Hall Meetings that took place last fall. Some of the highlights include:

1. Collaboration between the City and County for certain services such as Information Technology and Human Resources.

2. State of the State's finances. State officials came and discussed how the impact that the state of Michigan's finances has on the city.
3. A discussion with other cities that have gone through receivership.
4. The DDA
5. EMU

There is one more Town Hall Meeting that is tentatively scheduled for February. The topic is other cities that have an income tax..

The city's budget for the next fiscal year will be ~\$400,000 less than what we need. The main point being we need to find additional sources of income.

### **Jim Roberts - Fire Chief**

Mr. Roberts discussed the make up of the Ypsilanti Fire Department. Currently, there are 23 persons on staff with 3 shifts of 7 people each. Their minimum staffing is 5 persons, but they can always draw from those not currently on duty or from neighboring departments.

The budget cut options for the Fire Department include:

1. Regionalization - Training with others in the county at the same time to cut down on training costs.
2. Specialization - Each station in the county would specialize in a certain area such as Technical Rescue (high angle rescue, ditch rescue, or other high risk rescues) and RIT (Rapid Intervention). This would be departments together throughout the country.
3. Grants in the last year have paid to outfit the entire department. Computers were from a Homeland Security grant.

Lastly, the Fire Department has 48 pairs of brand new crutches if anyone needs a pair. ☺

### **Brett Lenart - Planning and Development**

Mr. Lenart gave an overview of the responsibilities that fall under the Planning and Development Department. They are responsible for such things as:

1. Zoning, site permits, historic work permits.
2. The residential parking program.
3. Traffic requests - stop signs, yield signs, etc.

4. New student apartments.
5. Waterstreet project - This property could be subdivided if a developer is not found soon. It would then be developed in pieces. The debt obligations for this property are due later this calendar year.
6. Renovations - such as the Freighthouse and City Hall.
7. Sale of city property.

### **Department of Public Works**

This department is currently looking for a department head, however Harry Hutchison is still on contract with the city until the position is filled.

Mr. Koryzno gave an overview of the responsibilities that fall under the DPW Department:

1. Paving & patching the roadways.
2. City park maintenance.
3. Overseeing trash collection (this is actually hired out to another firm).
4. Recycling & leaf collection.
5. Staffing the recycling center over by Frog Island.

### **Charles Boulard - Building Department**

Mr. Boulard gave an overview of the responsibilities of the building department:

1. Permits & inspections.
2. Ordinance enforcement.
3. Vacant houses.
4. Listing properties that have been torn down.
5. Listing properties that have permits issued to be torn down.
6. Listing properties that have cleaned up - new siding, etc.

He also mentioned that Chidester Place was recently sold to new owners and that the new owners are working with the city to fix the place up, replace the part of the building that was falling down and working on getting additional people to move in.

Abandoned v. Dangerous properties:

Abandoned properties - These are properties that are no longer occupied, but not necessarily a danger to society (other than being an eyesore).

Dangerous properties - These are properties that are “open to the public” and “open to the weather” such as holes in the roof, partially burned, etc.

How does the department find out about houses that should be on the Abandoned or Dangerous list? The department went across the city to compile the initial list, contact the owners to get the “registered” (which gives the department contact information for the owners for when things get out of hand). Currently, about 30 to 40 houses are registered out of ~130.

People can call in additional houses to make sure they are on the list at 482-1025.

### **Bob Bruner - Assistant City Manager**

Mr. Bruner is currently responsible for the following:

1. Recreation Department administration.
2. Acting Director of Human Resources.
3. Manages the account with the country for the Information Technology department.
4. Assembled the Town Hall Meetings.

He also mentioned that the city is paying the utility bills for the Parkridge Community Center and Senior Center. And to constantly check the city's website for updated information.

### **Karl Barr - City Attorney**

Mr. Barr gave an overview of the responsibilities of the City Attorney:

1. Contracts with the city.
2. Prosecution of ordinance violation (including traffic tickets).
3. City lawsuit prosecution.
4. Some city defense cases.

### **Cherry Lawson - City Clerk**

Ms. Lawson gave an overview of the responsibilities of the City Clerk:

1. Keeps the records for the city.

2. Handles election information.
3. City council meeting agendas.
4. Update of the Master Voter Registration Cards (so dead people can't vote). This hopes to be accomplished by the May election.

Budget savings that have been implemented in the Clerk's Office include:

1. No longer publishing the City Council meeting synopsis in the newspaper. This is now put on the website instead.
2. Notary services are available at \$10/document.

She also mentioned that city staffing vacancies from as far back as 2004 have not be filled. The ordinances are now available on the city's website. Also, packets that are given to City Council members during City Council meetings by presenting parties are now available on the website.

The Clerk's office is also responsible for organizing the election workers. About 60 - 90 days prior to an election, notification is sent out to those that worked the previous year. If a sufficient number of people do not respond, then they advertise in the newspaper for additional workers. You may fill out an application to be an election worker at City Hall or the application is also available on the website.

### **Marilou Uy - Assessor's Office**

Ms. Uy gave an overview of the responsibilities of the City's Assessor's Office:

1. Processing parking violation payments.
2. Preparing payroll for the city.
3. City finances.
4. Helping to prepare the City's budget.

### **Chief George Basar - Ypsilanti Police Department**

Chief Basar gave an update on the current big case the YPD is working.

Currently, the YPD cannot officially connect similar cases to the Congress attack to the same attacker. However, there are two main areas that seem to have been the focus of recent attacks. The same area in the Township and the same area of the City (Cross Street) have been the locations of similar incidents.

The YPD has joined forces with the WCSD, EMU, State Police, and the Ann Arbor Police in attempts to capture the person(s) responsible.

The Chief also explained the realistic turnaround time for DNA testing due to lack of funding and backlogs at the state's lab. An average turnaround time for DNA results can be as little as 6 to 8 months. So cases that aren't known to be related in the beginning aren't tested together

Safety tips:

1. Land lines are the best method when calling 911 because it gives the dispatcher instant access to a direct address.
2. Cell phones can offer GPS locations down to a certain degree, but no official address comes up on the screen. However, cell phones are dependent upon the cell tower they are closest too and may not always reach the proper department (for example, if calling from the city, it's entirely possible to reach the Washtenaw County Sheriff instead).
3. Try to remember as much as you can when you a witness or a victim. Such as distinguishing features (mustache, beard, earrings, glasses, scars), body size, height, logos on clothing, etc. Don't just look at what you see, repeat it in your head.

Crime Stoppers has offered a reward of \$1000. Bob Barnes is trying to raise money for an additional reward.

### **Deputy Chief Matt Harshberger - Ypsilanti Police Department**

D.C. Harshberger gave us an overview of the upcoming Citizen's Police Academy. This year's class starts Thursday January 26<sup>th</sup> at the Haab building. The first class meets at 6pm, but all classes after that meet from 6:30p - 9:30p. It's every Thursday for 10 consecutive weeks with all meetings taking place at the Haab building with the exception of the FATS Training class and graduation (which will most likely be at a local restaurant).

The cost to the student is free with the exception of graduation dinner. There are still open spots available. Anyone who is interested can pick up an application either at the station or on the YPD's website - [ypsilantipolice.org](http://ypsilantipolice.org). They will need to be filled out and turned in no later

than the end of the next week to Sgt. Eldridge at the station at 505 W. Michigan.

**Other stuff**

It was decided that CoPAC would write a letter to our state legislature on the topic of funding for DNA processing.

**Next Meeting**

NEXT REGULAR MEETING TUES., MARCH 7, 2006