

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

**Minutes  
March 6, 2007  
6pm, Haab Building**

**In Attendance:**

CoPAC Members: Allen Morgan (CHENA), Judy Williston (CHENA), Greg Peoples (EMU), Esther Williams (Gateway), Peter Hubbard (Gerganoff), Rod Johnson (Historical Eastside), Steve Pierce (Historic Southside), Harvey Krage (Midtown), Sarahanne Wright (Miles Area), Beth Bashert (Normal Park), Margaret Ann Kildau (Prospect Park), Megan Turf (Prospect Gardens), Paul Schreiber (Woods Road), Diane Keller (Ypsi Chamber), Walter Norris (Ypsi Housing Commission), Matthew Harshberger (YPD)

Others: Marilou Uy (Finance Department), Rebecca Bintz (City Clerk), Karen Hart (Planning & Development), William Bohlen (Department of Public Works), Charles Boulard (Building Inspector), John M. Barr (City Attorney), Ed Koryzno (City Manager), Jon Ichesco (Interim Fire Chief)

**Treasurer's Report**

None given

**Outstanding Dues Owed**

The following groups are currently unable to vote until they become current with their dues. Please see Robert Miller (ypsimil@sbcglobal.net) to make your group current:

**MULTIPLE YEARS OWED:**

- Miles Area – 2005 and 2006 and 2007. \$105 total (\$35/year)
- Worden Gardens – 2005 and 2006 and 2007. \$105 total (\$35/year)
- Ypsilanti Housing Commission – 2005 and 2006 and 2007. \$75 total (\$25/year)

**2007 ONLY OWED:**

- Depot Town Assoc. – 2007. \$35
- Historic Southside NA – 2007. \$35
- Midtown NA – 2007. \$35
- Woods Road NA – 2007. \$35

Dues for 2007 were due at the January 2<sup>nd</sup> meeting!

- Full Associations - \$35
- Associate Associations - \$25

If you are unclear which group you belong in, please contact Robert Miller (ypsimil@sbcglobal.net).

## New Business

The day & frequency of our meeting times have changed. We will now be meeting on the fourth Tuesday of the month and meeting once a month. This will allow us to meet between City Council meetings. Since we have already had the March 2007 meeting, our next meeting will be held Tuesday April 24, 2007.

## City Department Heads Reports

Website – [cityofypsilanti.com](http://cityofypsilanti.com)

### City Manager – Ed Koryzno

The city manager works for city council as does the clerk. All other departments work for the city manager.

### City Attorney - John M. Barr

Attachment follows:

#### YPSILANTI CITY ATTORNEY

1. City Attorney is a position mandated by City Charter section 4.07.  
“There shall be a legal officer of the City appointed by the City Manager subject to confirmation by the City Council and not subject to the requirements of the merit system. The legal officer shall serve as chief legal adviser to the Council, the Manager, and all City departments, offices, and agencies, and shall represent the City in all legal proceedings, and shall perform any other duties prescribed by State law, by this Charter, by ordinance, or by resolution.”
2. “In house” and “out house” counsel. (In house – attorney is employed by the city. Out house, firm is hired by the city. Barr, Anhut & Associates, P.C. are out house counsel.)
3. Legal advisor to Manager, Departments, Council, Boards and Commissions.
4. City attorney acts as city prosecutor to enforce city ordinances:
  - a. traffic
  - b. Misdemeanors
  - c. civil infractions
  - d. forfeiture (limited)
  - e return to city of fines and costs in city cases

County Prosecutor enforces state law, not the city. (Il felonies belong here.)
5. Discretion -warrants, authorization, prosecution, dismissal
6. City attorney represents the city and departments in litigation.
7. Act as labor counsel.
8. Draft legislation.
9. Give legal advice.
  - a. informal advice
  - b. formal opinions

10. Training - police and other departments.
11. Attend Council meetings and other meetings as required or requested.
12. Serve on Election Commission.
13. FOIA coordinator. (Jane Slider)
14. Staff: John M. Barr, City Attorney  
Guy Conti, Assistant City Attorney  
Jesse O'Jack, Assistant City Attorney  
Karl A. Barr, Assistant City Attorney  
Jane Slider, Legal Assistant, Office Manager  
Sandi Rogala, Office Assistant/Receptionist

In the 1970/1980's, City Council passed an ordinance that required building inspections for rentals every two years. In order to be able to rent a property, the owner must have a certificate of occupancy.

City Clerk – Rebecca Bintz

The City Clerk has three main areas of responsibility.

- a. Legislature – City Council responsibilities – agenda, minutes, public hearings.
- b. Public records – Make available to the residents.
- c. Elections – Hire election inspectors, work the election.

The Deputy Clerk starts March 19, 2007.

Finance Department - Marilou Uy

There are three areas in the finance department.

- a. Accounting – responsible for accounts payable, paychecks, city audit, city budget.
- b. Assessing – Assess city property.
- c. Treasury – Residential parking permits, collect summer/winter taxes, parking tickets.

Last fiscal year, they gained more than they projected.

The interest income from investments is rolled back into those same investments.

The department is allowed to invest in commercial bonds, CDs, Fannie Mae, etc. All low risk investments. These investments are made by the department, not an outside company.

## Fire Department – Jon Ichesco

“We do fire.” ☺

The YFD became a full career fire department in 1895.

There are three main responsibilities:

- a. Protect people, property, and premises.
- b. Investigation into the circumstances when things happen (arson).
- c. Prevention & Inspection

The YFD has 60 members working 3 shifts of 24 hrs (7a–7p). They work 10 days a month.

## Planning and Development – Karen Hart

### Overview of Ypsilanti Planning and Development Department

The Planning and Development Department administers a variety of programs and services focused on guiding proposed development, encouraging economic growth, coordinating programs and projects with surrounding local governments, and ensuring a high quality of life in the city. The department's three staff provide support to several city boards and commissions, including the Economic Development Corporation/Brownfield Redevelopment Authority, the Historic District Commission, the Planning Commission and the Zoning Board of Appeals.

Major responsibilities of the department fall into five areas: long range planning, development review, zoning administration, historic preservation and economic revitalization.

- *Long Range Planning* - In conjunction with the Planning Commission, the department prepares the city's Master Plan and periodic amendments to the plan. This document contains goals and policies for the future of the city regarding land uses, transportation, physical form and design, and provides the legal basis for zoning regulations. Long range planning also encompasses planning for smaller areas, such as a corridor or neighborhood, and participation in regional planning initiatives. Engaging in public involvement strategies is important to the usefulness of the plans and to their acceptance by the community.
- *Development Review* - To achieve many of the goals of the Master Plan, each proposal for new development or redevelopment must be reviewed by several departments and agencies to determine its compliance with adopted regulations and standards, including the Zoning Ordinance. The Planning and Development Department coordinates these reviews and makes recommendations to the Planning Commission, which makes the final decision about site plans or special use requests. Other decisions, including rezoning requests, alley and street vacations, and zoning text amendments, belong to City Council.

- *Zoning Administration* - Ordinances have value only if they are enforced, so the department spends a good deal of time inspecting sites, in conjunction with the Building Department, to ensure they have been built according to approved plans. If they have not, staff seeks compliance, which can include plan revision or, in some cases, court action. The department also reviews proposals for variances from adopted standards and makes recommendations to the Zoning Board of Appeals about them.
- *Historic Preservation* - the city has one of the largest historic districts in the state, so substantial staff support is provided to the Historic District Commission regarding work permit applications for modifications to or demolition of historic buildings. Staff also administers the Historic District ordinance and provides information to the public about historic preservation.
- *Economic Revitalization* - Adding to and diversifying the tax base is key to the long term vitality of the city. The department promotes economic development by providing financial and regulatory assistance to prospective projects, by identifying brownfield sites (those that are contaminated, obsolete or blighted) and assisting owners in remediating them, and by planning for and securing funding for public facility improvements.

Director: Karen Popek Hart, AICP

Contact: 734-483-9646 or [khart@cityofypsilanti.com](mailto:khart@cityofypsilanti.com)

Department of Public Works – Bill Bohlen

Current goals include

- a. Finalizing an emergency snow plan by next winter.
- b. Wants to speak to each group about environmental issues
  - i. How to best fertilize your lawn
  - ii. Run off and environmental pollution
  - iii. Storm water management
  - iv. Trash/yard pick up
  - v. Wants to clean our all storm drains in the next five years and put them on a five year rotation of cleaning.

It's important that he receives feedback from the public so he can best plan/organize his department – Please feel free to contact him at (734) 483-1421 or [bbohlen@cityofypsilanti.com](mailto:bbohlen@cityofypsilanti.com)

Building Department – Charles Boulard

Charles is also one of the building inspectors. There are 5 people in his department: 1 ordinance officer; 2 inspectors (one electrical, one plumbing); and 2 clerks.

This department is responsible for trade permits, inspections, rental housing certification. All rentals are inspected on a two-year basis.

Ordinance is responsible for graffiti, zoning infraction tickets, cars parked in people's yards, snow covered sidewalks after 48 hours.

They are currently going through all of the old building plans for all of the buildings in the city – reorganizing & cataloguing.

Some NAT updates:

402 S. Huron – Currently owned by a bank in India but someone is close to buying it to restore it.

14 N. River - Going through renovation.

12 N. River – Was burned pretty badly. Historic District is allowing the full destruction of the house.

Restaurant at the corner of N. Washington & Michigan Ave – Layout has been approved. Building dept is just waiting on the next steps from the owner (Dave Curtis is renting from Eric Maurer).

Paradise Manor – Both fire investigations are done (city & state). Insurance is still investigating. Then they will evaluate the structure to determine if there is anything salvageable.

## **Neighborhood Reports**

### CHENA

- No report given.

### DTA

- No report given.

### EMU

- There has been an arrest for the death of a female student on campus in December. It's a male student. Dr. Fallon (EMU President) is doing an internal investigation with an outside company.
- Vice President of Student Affairs, Jim Vick, is on paid suspension leave due to the fact that the family of the victim was never told their daughter's death was suspicious.
- There was a suicide on campus just last week.

- There will be two open forums for discussion. One was held Wednesday March 7 at the Student Center Ballroom from 6-7:30p. The second from 3-4:30 on Thursday.
- EMU did a re-orientation for the students of the residence halls when they returned from Winter Break. The importance of not allowing "tailgating" into dorms was stressed.

GATEWAY COMMUNITY COUNCIL

- No report given.

GERGANOFF

- No report given.

HERITAGE PARK

- No report given.

HISTORIC EASTSIDE

- No report given.

HISTORICAL SOUTHSIDE

- No report given.

MIDTOWN

- No report given.

NORMAL PARK

- No report given.

PROSPECT GARDENS

- No report given.

PROSPECT PARK

- No report given.

RIVERSIDE

- No report given.

WOODS ROAD

- No report given.

YPSILANTI CHAMBER OF COMMERCE

- No report given.

YPSILANTI POLICE DEPARTMENT

- No report given.

## **Old Business**

Neither was discussed during the March 7 meeting.

### Website update

Megan is listing individual NA meeting dates and times on the events page. If you are interested in having your group's meetings listed, send her the info:

[mturf@isr.umich.edu](mailto:mturf@isr.umich.edu)

### Committee changes

It was decided that we will revisit the possible committees at a later date, but the following were submitted to be the only ones necessary:

- Marketing – this group would handle the website, organizing group showings at the parades, ordering pencils, t-shirts, booth at Heritage Fest, etc.
- Picnic – this group would be made up of the NAs hosting the picnic for the current year.
- Ad Hoc – create any as needed for only as long as needed.

## **Nuisance Abatement Team Update**

No report given

\*\*See Building Department report

## **Next Meeting**

NEXT REGULAR MEETING TUES., April 24, 2007

EXECUTIVE MEETING TUES., ???