1. Revised City Council Agenda

   Documents: REVISED 2-16-16 FINAL AGENDA.PDF

2. Revised City Council Packet

   Documents: 2 REVISED CITY COUNCIL PACKET 2-16-16.PDF

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

I. CALL TO ORDER –

II. ROLL CALL –

Council Member Anne Brown	P A	Council Member Robb	P A
Council Member Nicole Brown	P A	Council Member Vogt	P A
Council Member Murdock	P A	Mayor Edmonds	P A
Mayor Pro-Tem Richardson	P A		

III. INVOCATION –

IV. PLEDGE OF ALLEGIANCE –

"I pledge allegiance to the flag, of the United States of America, and to the Republic for which it stands, one nation, under God, indivisible, with liberty and justice for all."

V. AGENDA APPROVAL –

VI. INTRODUCTIONS –

VII. PRESENTATIONS –

1. GFOA Distinguished Budget Award – Eric A. Schertzing
2. Proclamation in Recognition of Black History Month

VIII. PUBLIC HEARING –

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

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

IX. AUDIENCE PARTICIPATION –

X. REMARKS BY THE MAYOR –

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

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

2. Resolution No. 2016-029, approving appointments to City Boards and Commissions.

XI. RESOLUTIONS/MOTIONS/DISCUSSIONS

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

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

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

XI. LIASON REPORTS –

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

XII. COUNCIL PROPOSED BUSINESS –

XIII. COMMUNICATIONS FROM THE MAYOR –

XIV. COMMUNICATIONS FROM THE CITY MANAGER –

XV. COMMUNICATIONS –

- Historic District Commission Annual Report

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

March 8, 2016 – Presidential Primary Election - Dates to Remember:

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

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

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

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

XVI. AUDIENCE PARTICIPATION –

XVII. REMARKS FROM THE MAYOR -

XVIII. ADJOURNMENT –

Resolution No. 2016-033, adjourning the Council meeting.

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Biography

Eric A. Schertzing
Ingham County Treasurer & Land Bank Chair

Eric Schertzing holds a Bachelor of Arts degree from Michigan State University's James Madison College (JMCD '85) and a Masters of Public Administration from Western Michigan University ('00).

Eric has been the elected Ingham County Treasurer since 2000. Prior public service includes 8 years as Chief Deputy Drain Commissioner and 9 years as Special Assistant to Congressman Bob Carr (D-MI).

In 2005, Eric led the creation of the Ingham County Land Bank Fast Track Authority, the second County authority in Michigan, and serves as Chair. The Land Bank is a significant public developer. Innovative approaches to demolition, community building, business incubation, land reutilization, and Place Making efforts are a few specializations. Over 200 families have realized the dream of home ownership in a Land Bank home.

Schertzing has been a leader in the tri-county area for foreclosure prevention and consumer financial literacy. He serves on the Capital Area Community Services Board of Directors, most recently as Chair for 4 years. He is also a Board member of Michigan Community Action.

The Schertzing family resides in East Lansing. Eric and Nancy are proud parents of three teenagers. They enjoy travel, reading and gardening.

Professionally, Eric is a member of the Michigan Government Finance Officers Association (MGFOA), Community Economic Development Association of Michigan (CEDAM) the Urban Land Institute, the Michigan Sense of Place Council and many other financial and development organizations.

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

February 16, 2016

Water Street Refinancing and Balanced Budget - Plan A+

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

Plan A+ is outlined as follows:

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

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

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

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

Reasons for City Council to support Plan A+:

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

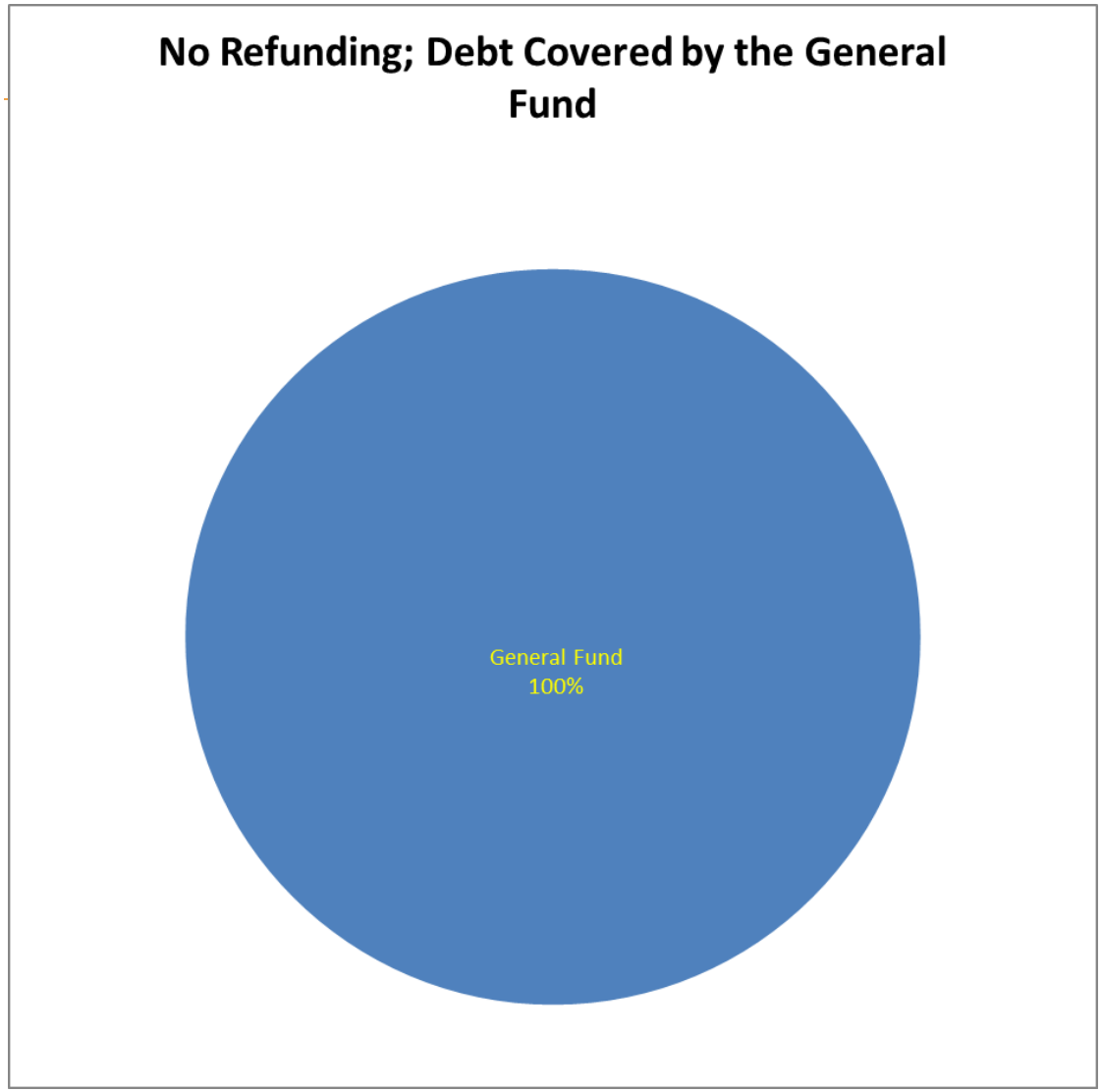
Reasons for City Council to support Plan A+ (cont'd):

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

Summary & Conclusion:

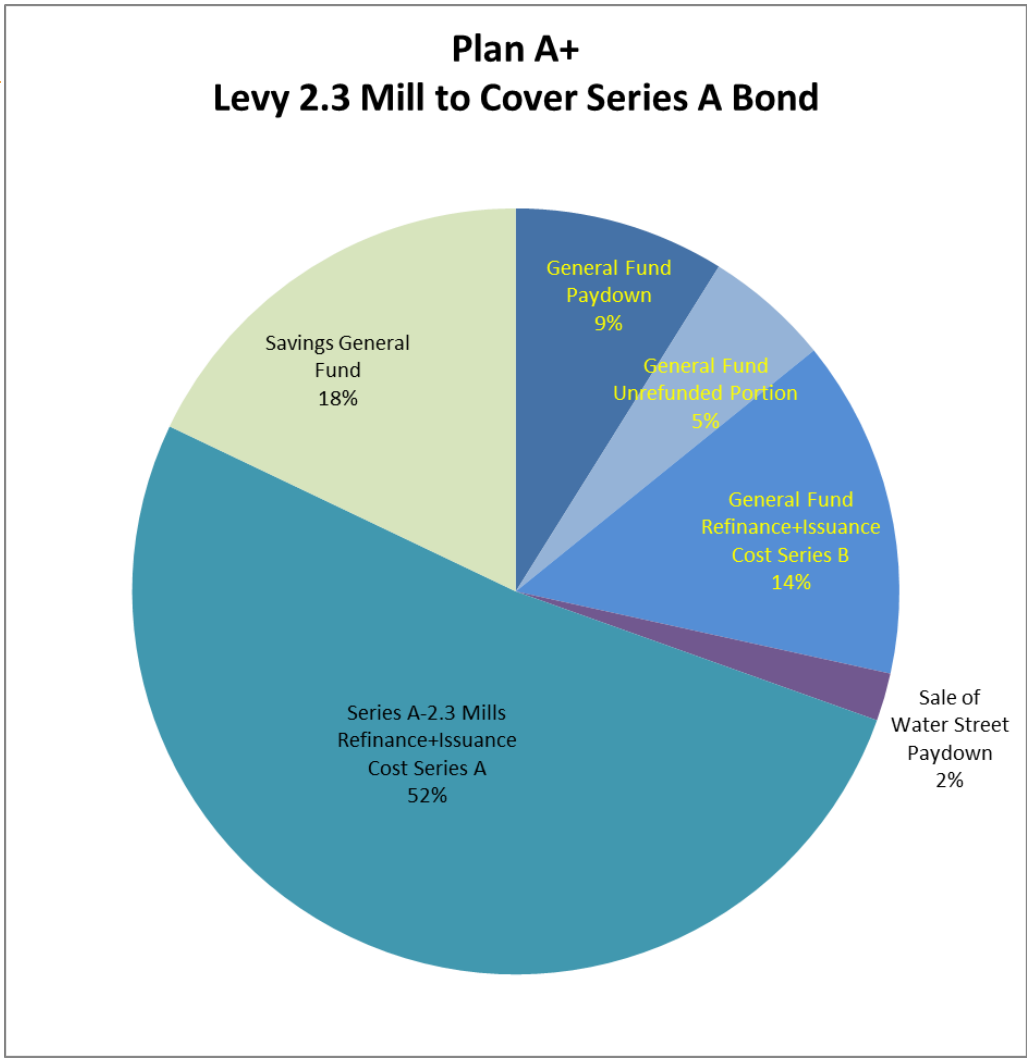
- We request City Council's support to pass the proposed resolution, increasing the amount of bonds that can be refunded.
- This new amount will cover the amount of the bonds mentioned in parts **A** and **B** of Plan A+.
- Also please see included letter from the Miller Canfield, three new bond debt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

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



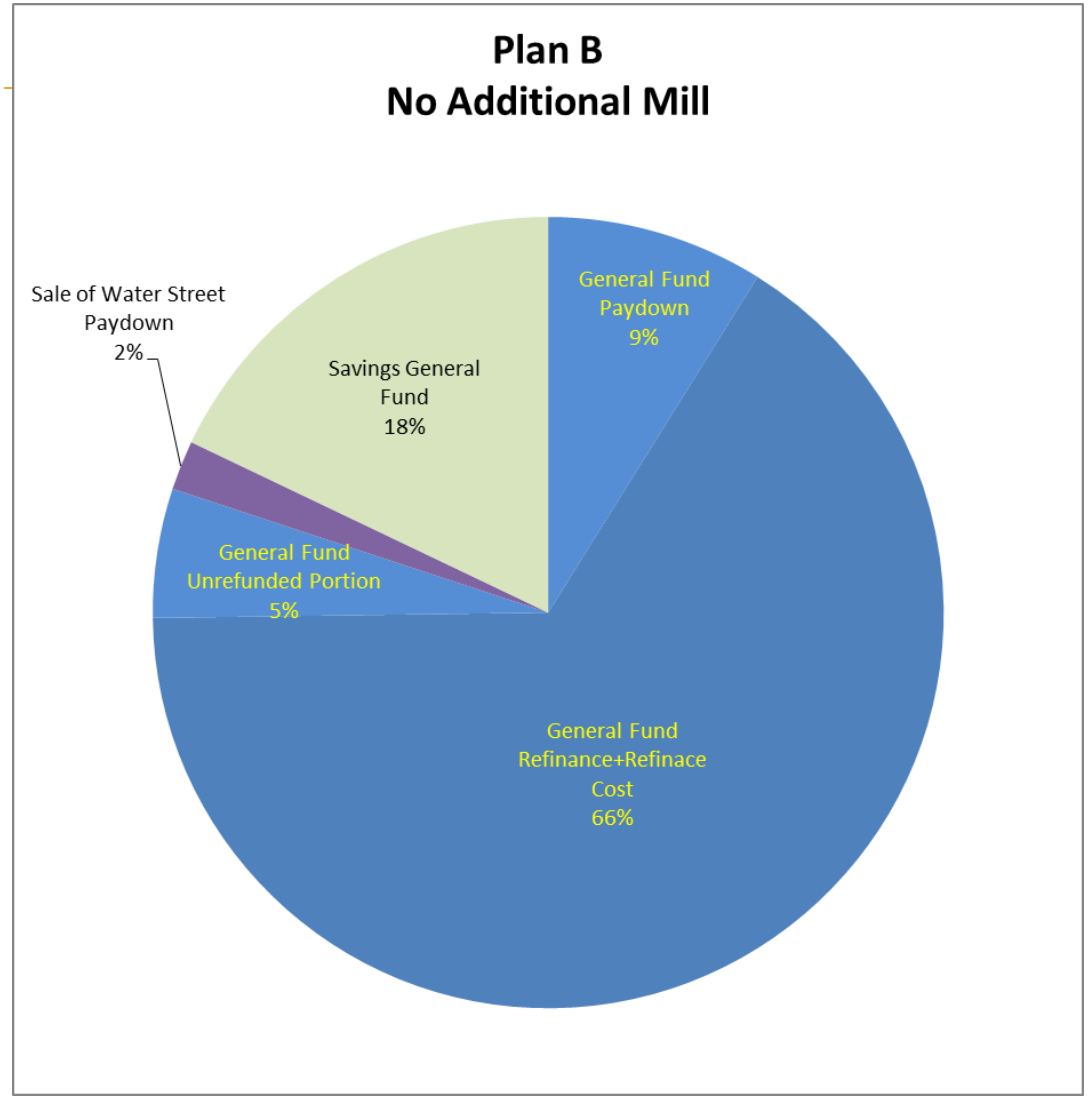
Plan	Plan A+

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



Plan	Plan B

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



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

UNREFUNDED BONDS

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

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

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

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

SAVINGS ANALYSIS - SERIES 2006

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

2016 REFUNDING BONDS, SERIES B

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

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

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

BONDS TO BE REFUNDED OR COVERED BY ESCROW FOR SERIES A

2006 CAPITAL IMPROVEMENT REFUNDING BONDS

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

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

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

Less Issuer Contribution, Plus Accrued Interest:

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

SAVINGS ANALYSIS - SERIES 2006

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

2016 REFUNDING BONDS, SERIES A

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

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

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

BONDS TO BE REFUNDED OR COVERED BY ESCROW FOR SERIES A

2006 CAPITAL IMPROVEMENT REFUNDING BONDS

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

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

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

Less Issuer Contribution, Plus Accrued Interest:

Resolution No. 2016-027
February 16, 2016

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

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

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

Resolution No. 2016 – 028
February 16, 2016

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

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

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

Draft

City of Ypsilanti
City Council Goal Setting Minutes
Tuesday, January 26, 2016
7:00 p.m.

Spark East – 215 W. Michigan Avenue
Ypsilanti, Michigan 48197

I. CALL TO ORDER –

The Meeting was called to order at 7:06 p.m.

II. ROLL CALL –

Council Member Anne Brown	Present	Council Member Robb	Present
Council Member Nicole Brown	Present	Council Member Vogt	Present
Council Member Murdock	Present	Mayor Edmonds	Present
Mayor Pro-Tem Richardson	Present		

III. INVOCATION –

Mayor Edmonds asked all to stand for a moment of silence.

IV. PLEDGE OF ALLEGIANCE –

"I pledge allegiance to the flag, of the United States of America, and to the Republic for which it stands, one nation, under God, indivisible, with liberty and justice for all."

V. AGENDA APPROVAL –

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

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

VI. INTRODUCTIONS –

Mayor Edmonds introduced William Teepen a resident of Ward 1.

VII. AUDIENCE PARTICIPATION –

None

VIII. REMARKS FROM THE MAYOR –

None

IX. PRESENTATIONS –

1. Eastern Washtenaw Economic Development – Beth Ernat

   Economic Development Director Beth Ernat stated during the last Council Meeting there was discussion of Economic Development in Eastern Washtenaw County. Ms. Ernat stated a committee of herself, Mayor Pro-Tem Richardson, and Council Member Murdock was formed in order to address the matter and a meeting will be scheduled in the future with Ypsilanti County Commissioner Ronnie Peterson. Ms. Ernat said this meeting will voice that Ypsilanti would like to be involved in County decisions in Eastern Washtenaw County and to inform the County of the City's current plans for economic development. Ms. Ernat stated she will be providing Council with information during the next City Council regular meeting on February 2nd.

2. Traffic Standards

   Police Chief Tony DeGiusti provided an overview of how the Traffic Commission operates.

   Council Member Vogt stated neighborhood groups are consistently voicing concern over speeding. Mr. Vogt said whatever process the City has for this issue is not bringing relief to citizens. Mr. Vogt stated he now feels that if a majority of residents on a street want traffic calming measures and are willing to pay for them they should be provided. Mr. Vogt stated the City could use the lowest costing traffic calming device to show the people that City government will do something to eliminate the high end speed. Mr. Vogt said the studies that are performed are often skewed as a result of speeders reducing their speed when the see the tracking device. Mr. Vogt stated the policy needs to be changed to allow for residents to address these concerns. Mr. Vogt said the Department of Public Services and the Police Department need to decide what measures will be reasonable to stop individuals from driving at speeds upwards of 50 mph.

   Mayor Edmonds asked staff for perspective that they might have learned from living in other communities. Chief DeGiusti responded there was an issue of speeding on Stanley and Hemphill streets resulting from the construction on Prospect Rd and speed bumps were put on those streets. Chief DeGiusti said then residents began asking for two speed bumps on both streets because one wasn't sufficient. Chief DeGiusti said he tried to replicate the speeds residents said cars were traveling and he was unable to do so even in his police cruiser. Chief DeGiusti said part of the problem is a perception issue and he does not know what will necessarily satisfy people but the City does have a speed bump policy which includes a lot of what Council Member Vogt suggested. Chief DeGiusti said if residents on a street wish to install a speed bump they have the ability to pay for it and DPS will install it. DPS Director Stan Kirton clarified DPS could install temporary speed bumps.

   Council Member Vogt stated the problem with Douglas Street is that the residents did not know that the test had occurred and asked that conclusions of the Traffic Committee be placed on the City's website. Mr. Vogt asked the measures available be listed along with their cost on the website. Mr. Vogt asked if speed bumps are the only measure available or if there were any reason the City would refuse to install a speed bump. Mayor Edmonds responded possible measures are listed in the policy. Mr. Vogt replied on what criteria are those measures available. Mr. Vogt

added he does not want to spend a lot of time on this tonight and is interested in tweaks to the City's current policy so it is clear to members of the public.

Council Member Murdock stated OHM Engineering did provide the City with specifications for speed bumps that cost around $12,000 to $15,000. Mr. Kirton replied that is the cost of speed humps not speed bumps. Mr. Murdock added residents can always petition a special assessment to have speed control measures installed. Mr. Murdock stated in the future as the City begins to reconstruct streets they should be designed with traffic control measures.

Council Member Vogt stated he would be happy to meet with the City Manager to help tweak the policy making it easier for residents to understand.

Mayor Edmonds stated there was a lot of discussion about this policy last spring and initially it was sent back to staff. Ms. Edmonds said it has been less than a year since this policy has been approved and does not see amending the policy other than adding a communication aspect is necessary. Ms. Edmonds stated she is wary of allowing residents the ability to install traffic control measures if they have the money to do so because of how it can impact other City tasks. Ms. Edmonds stated when the policy was approved last year there was discussion about creating a brochure for the policy.

Council Member Murdock stated the biggest issue is budgetary constraints and Ypsilanti Township budgets $100,000 a year on speed control measures.

Mr. Kirton asked if a special assessment is being used won't each resident involved in the assessment need to be willing to pay for the traffic control measures. Mr. Vogt responded he is not suggesting a special assessment and explained what he is saying that if 60% of the residents want a speed control measure and are willing to finance to have it installed the City should install it. Council Member Murdock stated there have been a lot of discussions regarding special assessments recently and this would be a legitimate way to finance speed control measures. Mayor Edmonds asked if residents would need to buy-in to the assessment. Mr. Murdock responded City Ordinance requires a certain percentage of residents agree to the special assessment. Mr. Murdock added the City could also split the cost with the residents.

City Manager Lange stated the Road Commission used special assessments for local roads and it required 51% buy-in.

X. MOTIONS/RESOLUTIONS:

Resolution No. 2016-020, supporting Flint City Council

Whereas, Michigan cities relying on lead pipes to provide drinking water should monitor lead leaching into the water system; and

Whereas, the Flint Water Crisis is the result of contamination of the drinking water in Flint and poses serious long-term health threats; and

Whereas, Governor Snyder has declared Flint to be in a state of emergency and ordered public outreach to the citizens of Flint about the crisis and

Whereas, President Obama signed an emergency declaration authorizing federal agencies to coordinate relief efforts to lessen the burden and hardship on local residents; and

Whereas, we are concerned about the health and welfare of those affected; and

Whereas, the City of Ypsilanti is a partner in the Washtenaw Water Drive to assist the Flint Community.

NOW THEREFORE BE IT RESOLVED, That lead poisoning is completely preventable; That $100 million in state and federal funding be used to assist with immediate health needs and underground infrastructure measures; and That the City of Ypsilanti City Council on behalf of its community supports the Council and people of Flint and urges the State of Michigan to provide a system of water delivery with less corrosive agents to service lines, mains and connectors for the residents of Flint, MI.

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

Mayor Pro-Tem Richardson stated she would like this resolution sent to Flint's City Council and administration but it also be sent to the Governor. Mayor Edmonds asked that a copy be sent to the state legislature.

Council Member Vogt asked where the figure of $100 million came from. Council Member Anne Brown responded that is the amount from the federal government and the amount added by the Governor to the state budget. Council Member Murdock stated the number that he saw was $1.5 billion. Ms. Anne Brown responded that amount was to repair and it was said the $1.5 billion was excessive. Mr. Murdock added that $80 million from the Federal Government is a loan to the state and added he feels is going to take a lot more money. Mayor Pro-Tem Richardson asked if Council Member Murdock is suggesting the amount in the resolution be raised. Mr. Murdock responded he thinks the amount should reflect the funds necessary to solve the problem. Ms. Richardson replied if Council wishes to make that change the resolution could read "$100 million, and not limited two". Council Member Nicole Brown stated the resolution could read "at least but not limited to $100 million."

Council Member Vogt moved, seconded by Council Member Nicole Brown to amend the resolution to read "That an amount of $100 million but not limited to, in state and federal funding be used as a starting point …"

On a voice vote, the motion carried, and Resolution No. 2016-020 was amended.

Mayor Edmonds recognized the Community Development Intern Rasheed Atwater who was deployed by the National Guard to Flint and proud that he was representing Ypsilanti. Ms. Edmonds said Ypsilanti is also a part of the Washtenaw Water Coalition for Flint. Ms. Edmonds added there is a Go Fund Me Account raising money to assist in Flint. Ms. Edmonds stated a number of Ypsilanti Area residents took it upon them to drive water to Flint and recognized Brian Foley who was also featured on CNN this week. Mayor Edmonds said Mr. Foley has challenged everyone in the community to donate their weight in water and has partnered with a local business Deluxe Rental who has challenged him to fill their warehouse. Ms. Edmonds stated individuals can contact Deluxe Rental to donate their weight in water. Ms. Edmonds added water

can also be dropped off at the Corner Brewery. Council Member Anne Brown stated if individuals are unable to donate water they can provide assistance by distributing water, test kits, and filters. Mayor Pro-Tem Richardson stated Judge Mathis will be in Flint on Saturday, January 30th at 11:00 a.m. for a town hall meeting and then going door to door delivering water. Ms. Richardson stated he will be bringing attorneys with him to ensure the people of Flint will not rush to settle.

Assistant to the City Manager Ericka Savage stated the City was contacted by EMU organizations and Ypsilanti Community Schools to organize a drop-off center. Ms. Savage said the City agreed to volunteer the Fire Station as a drop-off center and will operate until February 12th from 8:00 a.m. to 8:00 p.m. Mayor Pro-Tem Richardson stated the Michigan Black Caucus will also be conducting a water drive, but will focus on water by the gallon because people need water for things other than drinking. Mayor Edmonds asked if it is okay to drop larger containers of water at the Fire Station. Chief Anthouard responded in the affirmative.

Mayor Edmonds thanked all the members of the community who have stepped in to help the people of Flint. Ms. Edmonds stated friends of hers that live in Flint have informed her that in terms of a long term place to donate funds is the Community Foundation of Greater Flint.

On a roll call, the vote to approve Resolution No. 2016-020 as amended was as follows:

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

VOTE:

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

Resolution No. 2016-020 as approved reads as follows:

RESOLUTION ON FLINT WATER CRISES

Whereas, Michigan cities relying on lead pipes to provide drinking water should monitor lead leaching into the water system; and

Whereas, the Flint Water Crisis is the result of contamination of the drinking water in Flint and poses serious long-term health threats; and

Whereas, Governor Snyder has declared Flint to be in a state of emergency and ordered public outreach to the citizens of Flint about the crisis and

Whereas, President Obama signed an emergency declaration authorizing federal agencies to coordinate relief efforts to lessen the burden and hardship on local residents; and

Whereas, we are concerned about the health and welfare of those affected; and

Whereas, the City of Ypsilanti is a partner in the Washtenaw Water Drive to assist the Flint Community.

NOW THEREFORE BE IT RESOLVED, That lead poisoning is completely preventable; That an amount of $100 million but not limited to, in state and federal funding be used as a starting point to assist with immediate health needs and underground infrastructure measures; and That the City of Ypsilanti City Council on behalf of its community supports the Council and people of Flint and urges the State of Michigan to provide a system of water delivery with less corrosive agents to service lines, mains and connectors for the residents of Flint, MI.

XI. DISCUSSION ITEMS –

1. Recap of Desired Outcome – Peter Letzmann

Peter Letzmann provided an overview of what has been discussed in the past four meetings. Mr. Letzmann listed his suggested goals:

1. Near term Finances.
2. Water Street property.
3. Dispose of City owned property to assist in City financial situation.
4. Public Safety: Police, Fire, and code enforcement.
5. Community outreach.
6. Staff wellness and work satisfaction.
7. Environmental sustainability.
8. Accountability to achieving the stated goals and the measurement of results.

Mr. Letzmann stated City policies should all fit into the listed goals and if these are not the goals they should be amended to better suit the objectives of Council. Mr. Letzmann stated through the four meetings he has spent with Council he has made some observations. Mr. Letzmann said one of those observations is that 10% of conflicts begin with a difference of opinion and the other 90% of conflict is due to the tone of voice and lack of communication. Mr. Letzmann suggested more can be accomplished if Council was nicer to one another. Mr. Letzmann suggested that Council try to separate the issues from the person, utilize fact rather than opinions, and don't let personalities, histories, ideologies influence objectivity. Mr. Letzmann suggested that Council value the relationships it has formed and validate the individual and don't interrupt them. Mr. Letzmann stated Council should remember that it does not operate as individuals. Mr. Letzmann said Council needs to be aware of its choice of words and that some words connotation can have a negative impact and be mindful of your body language when you are speaking. Mr. Letzmann stated one of the most important things about communication is the impact of your words not the intent of those words. Mr. Letzmann stated building trust is a difficult thing to do but establishing an environment of congeniality can be done through social interactions.

Mayor Pro-Tem Richardson stated there is a provision in the City Charter that states four members of Council cannot get together outside of a meeting because of quorum rules and asked how Council can get around that. Mr. Letzmann responded he has read the City Charter and he is not certain that there is a limit on social interactions. City Attorney John Barr replied the problem is if there is a quorum of Charter then it constitutes a meeting and must be a public meeting, however, there is an exception in the Open Meetings Act for chance encounters and social events. Mr. Letzmann added Council would not be allowed to talk about business at those events.

Mayor Pro-Tem Richardson stated she was present for Mr. Letzmann's meeting at Eastern Michigan but was in the hospital for the other three meetings. Ms. Richardson asked what Council is going to do with the goals Mr. Letzmann has listed and said a next step needs to be decided. Mayor Edmonds suggested the next step would be to review the best practice guide for Council. Ms. Edmonds offered to meet with Mayor Pro-Tem Richardson to go through the guide and digest that information. Council Member Vogt responded he agrees with the proposal and said from what he has observed Council is already instituting many of the things that Mr. Letzmann has listed. Mr. Vogt added Council has certainly had a friendlier tone.

9. Alternate Budget Recovery Plan – Ralph Lange

City Manager Lange provided a presentation on an alternate budget recovery plan*. (attached)*

Council Member Murdock asked if the last payment on the road millage is in Fiscal Year 2016-2017. Mr. McGow responded in the affirmative.

Mr. Kirton asked what the duration of the bond is. Mr. McGow responded until 2030.

Council Member Robb asked if the City issues two bonds can the millage be used for only one bond.

Attorney and Counselor at Law Patrick McGow of Miller Canfield, responded in the affirmative and said the ballot question must indicate what the millage would pay for and could be written to limit to only one bond. Mr. Robb asked if the City would need to pay another $150,000 to refinance the second set of bonds. Mr. McGow responded no, but the idea behind not refinancing the whole piece was so the City could pay the remainder off. Mr. Robb asked if the numbers had been run on that scenario and said the second bond does not have to refinance immediately. Mr. Robb asked if it would make more sense to refinance the second bond later and use the millage to pay the first bond. Mr. Lange responded he would be opposed to that because the City has a lot of assets that can be used to pay off the debt. Mr. Lange added staff is proposing putting $1.8 million toward the pay down of the debt. Mr. McGow stated not doing the bonds simultaneously is an option the City has. Mr. Robb responded that is an option in the future and added if done now the City would save $3 million. Mr. McGow replied he is not sure that is correct and most communities would refinance the whole amount to achieve the interest costs savings. Mr. McGow said what the City has decided to do is to not refinance the entire amount and try to pay down what has not refinanced. Mr. McGow said that could result in the City paying more in interest in the future.

Mr. Lange stated if the debt millage is accepted by the voters the City should be in good condition but if not then there will need to be another discussion.

Council Member Murdock stated the City has been wrestling with this issue for the past 15 years. Mr. Murdock stated this plan has the opportunity to help solve that issue by doing several things buying down some of the debt, refinancing part of it, and if the millage is passed by the voters there will be a funding mechanism tied to the debt. Mr. Murdock stated this is a great opportunity but it will be a difficult sell to the voters because Water Street is toxic. Mr. Murdock said he has spoken to many people recently and they support this plan.

Mayor Edmonds asked if May is the deadline for August ballot items. City Clerk Frances McMullan responded she would look up the exact date for Council. She responded the date is May 10th.

Mayor Edmonds stated according to an interpretation of a new law there is a gag order to discuss ballot issues. Council Member Murdock added a suit has been filed which basically shuts down

City resources but those were City resources that were already shutdown and there are creative ways to get around the gag order. Mr. McGow stated the state did sign a law for prohibitions of speech by elected officials and governments using resources. Mr. McGow stated his law firm filed a law suit on behalf of many school districts requesting an injunction. Mr. McGow clarified what the statute says is within 60 days of an election public resources cannot be used to do mailings of more than 500 or use broadcasting sources. Mr. McGow said the issue is City Council would not be able to discuss a ballot question at a meeting.

Mayor Edmonds stated she is in support of the City Manager's proposal for a budget recovery plan. Ms. Edmonds said there needs to be discussion on Council's intent on the other road millage. Council Member Vogt responded his understanding is to replace the other millage once it drops off it would require another vote of the people and he does not think there is any reason to say anything other than that. Council Member Murdock added the millage would also have to be tied to a debt issue. Mr. McGow said what is essentially happening is the road debt millage is being replaced with the Water Street debt millage.

Council Member Vogt stated both Plan A and Plan B must be approved together as a package and furthered clarified the streetlight assessment must be passed with the caveat that if the millage passes the streetlight assessment would be canceled. Mr. Vogt stated that needs to be explained to the public because the public will speculate about it if it isn't. Council Member Robb responded he will not support both items together and if Council Member Vogt wants to pass a streetlight assessment he will need four votes. Mr. Vogt responded both should be approved and if the Water Street Debt millage is successful the streetlight assessment is canceled. Mr. Robb stated the great thing about plan A is that it will solve the Water Street debt problem and Plan B does not solve the Water Street Debt problem. Council Member Murdock stated Mr. Vogt wants to pass a streetlight millage that can be removed if the Water Street millage is passed by the voters and he expects the voters to trust Council. Mr. Vogt responded in the affirmative because Council is being forthright and the language will be specific. Council Member Robb added he believes that would doom the approval of a Water Street debt millage. Mr. Murdock added Council needs to explain to the public that a Water Street Debt Millage is the best way to solve the problem and there will be consequences to the City if it isn't past. Mr. Robb said threatening voters with an either or proposition will kill the possibility of the passing of a millage. Mr. Robb said this is a very friendly millage and that would poison it. Mr. Vogt disagreed and said because the language could be very specific. Mr. Vogt added the $300,000 in discussed cuts must be made as soon as possible and layout what the cuts would be if the millage is not passed.

Council Member Murdock stated he assumes the proposed cuts and additional revenue in the City Manager's plan will occur no matter what happens. Mr. Murdock said the payment of the debt this year is $1.4 million and the deficit of this year is projected to be $1 million and if these two items go through the City can remove that deficit. Mr. Murdock added if the City sells property it can reduce the terms of the millage and if the millage is not passed the City will have bigger issues then calculating a streetlight assessment per parcel. Mr. Murdock concluded he would like to put all the effort into something that will solve the problem. Council Member Vogt responded his concern is if the City only tries for the millage and don't lock in the contingencies and alternatives of what could happen is that voters will assume if the millage is passed a streetlight assessment will be imposed anyway. Mr. Vogt said the plan for whichever way the vote goes needs to be clear to the public.

Council Member Anne Brown stated she is in support of Plan A and said it meets the objectives of the City. Ms. Anne Brown said she understands Council Member Vogt's reasoning but that would kill the millage. Ms. Anne Brown said voters get one day and they want to know exactly what they are voting on, not what the contingencies are. Council Member Nicole Brown stated she is in support of Plan A and Council would need to act as a united front providing the same message

to the residents of this City. Mayor Pro-Tem Richardson added she supports Plan A and said the Plan should be kept simple for the voters.

Mayor Edmonds stated Council Member Vogt has expressed a need to have agreed upon plan of where the cuts would be coming from. Council Member Vogt responded if the millage does not pass Plan B will be put into action and asked if that is the consensus of Council. Mr. Lange responded if Plan A is not accepted by the voters if Plan B is ready to implement it could absorb some of the financial stress of the City. Mr. Lange added if the voters do approve Plan A and Council does not approve Plan B the City would go bankrupt. Council Member Murdock replied one of the advantages of Plan A is the public makes the decision. Mr. Murdock said if it does not pass Council will have to pass Plan B which will also not be accepted by the public. Ms. Edmonds stated what should be told to a constituent who asks what happens if the millage is not approved. Mr. Murdock responded the message would be the City would have a budgetary hole of $700,000 to $800,000 which the City would either need to find revenue for or it will need to make cuts. DPS Director Stan Kirton stated Council should be consistent in their message to the public.

Council Member Vogt stated all these issues have to be dealt with by vote resolved as a total package. Mr. Vogt added the plan and its contingencies need to be decided and laid out within the next few weeks. Mr. Vogt said the public will believe it is the plan of Council to have both the millage and the streetlight assessment unless it is in writing and clear that it is not.

Mayor Edmonds stated all votes to date have provided staff direction and Council Member Vogt suggestion would be similar to that. Council Member Murdock responded Council will need to approve a budget before the vote for the millage and in that process both a budget including Plan A and one including Plan B would need to be developed. Mr. McGow responded this millage would not be included in the budget for FY 2016-2017. Mr. Murdock responded some of the ramifications of the millage will affect the budget. Ms. Edmonds said where cuts would occur would be a part of that process and would be affected an approval of the millage. Mr. Murdock stated Council needs to put its focus on passing this millage and a ballot campaign takes a lot of work and money.

Council Member Anne Brown stated there needs to be a positive and consistent message presented to the voters from Council with the understanding at this table that if it does not pass there are other options.

Mayor Edmonds asked Council Member Robb for more clarification on why he is opposed to approving Plan B as a contingency. Council Member Robb responded he and Mayor Pro-Tem Richardson were on Council when both of the City Income Tax proposals were put to a vote of the people which he was not in favor of. Mr. Robb said during those two income tax campaigns were miserably run and information was circulated stating by 2017 the City would only afford 25 General Fund employees. Mr. Robb stated scare tactics do not work on voters and said the message of this campaign should be this will solve the problem.

Mr. Lange stated there was a lot of work and sacrifice by City staff that kept the City from decreasing employment to 25 General Fund employees. Mr. Lange added with continued good government and approval of the Water Street Debt the problem will be solved.

Mayor Edmonds asked the City Manager what he would need to move forward. Mr. Lange responded Council will need to approve the goals developed by Mr. Letzmann so they can be adopted officially at the next regular meeting.

Mayor Edmonds asked how Plan A should be moved forward. Mr. Lange responded he sees it was one of the goals. Mr. Letzmann suggested this would be a resolution of intent and part of the resolution would be to direct the City Manager to prepare the necessary materials for the next meeting. City Attorney John Barr suggested first to approve the goals and secondly to adopt a resolution authorizing the City Manager to move forward with Plan A.

Council Member Murdock moved, seconded by Council Member Vogt to approve Resolution No. 216-020A, Council Goals.

Council Member Robb stated council was just given the final draft of the goals tonight and Council has not had time to read them. Mr. Robb stated Council has another meeting in a week and it makes little sense to vote tonight. Mayor Pro-Tem Richardson responded she believes it does because it gives staff a week to work on the goals and Plan A.

On a roll call, the vote to approve Resolution No. 2016-020A was as follows:

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

VOTE:

YES: 6 NO: 1 (Robb) ABSENT: 0 VOTE: Carried

Council Member Murdock moved, seconded by Mayor Pro-Tem Richardson to direct the City Manager to move forward with Plan A.

Council Member Robb asked what the difference between Plan A and what was adopted in the beginning of January. Council Member Murdock responded it includes a millage that will be voted on by the people. Mr. McGow added there is two steps to Plan A and what the City Manager is looking for is authorization of the parameters for the bond sale. Mr. McGow said he has already prepared a resolution Council could vote on next week and the bond team needs to know exactly how the millage is structured. Mr. McGow suggested Council give authorization to the City Manager and Finance Director to adjust the bond sizing to get the correct millage. Mr. McGow stated Tuesday, May 10th is the last day to submit proposals for the August ballot. Mr. Mr. Murdock stated the only thing Council is voting on tonight is the Plan A recommendation in a general sense.

Council Member Anne Brown stated from May 10th to June 2nd to speak with the public about the millage. Mayor Edmonds added Council would not have to wait until May 10th it could begin speaking to the public once the ballot language is developed. Mayor Pro-Tem Richards asked if Council is allowed to talk about the millage before May 10th. Mr. McGow responded in the affirmative. Mr. Barr stated the way he understands the law is that individual Council Members can talk about this issue anytime but Council as a body cannot talk about it within 60 days. Mr. McGow responded in the affirmative.

Council Member Robb stated this meeting was set up as a goal setting session and asking Council to vote on this is very disingenuous. Mr. Robb stated it makes no sense to not wait until next week at a regularly scheduled meeting. Mr. Robb said having this vote in a meeting that no public attended is not the way to start the campaign for this millage. Mayor Pro-Tem Richardson stated the vote is authorizing the City Manager to work on Plan A but it still needs to be approved formally. Mr. Barr agreed and said this meeting has been noticed properly. Mr. Barr stated the

reason for goal setting is to provide staff with direction and at the next meeting the details of the goals will be provided and voted on. Mr. Lange stated Council has not approved the resolution approving the goals it approved the authorization to draft that resolution.

On a roll call, the vote to approve Plan A was as follows:

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

VOTE:

YES: 6 NO: 1 (Robb) ABSENT: 0 VOTE: Carried

XII. <u>AUDIENCE PARTICIPATION</u> –

1. William Teepen, 424 Madison #2, stated as a voter he would like to know how bad the City's financial situation is. He asked how much he would need to pay individually in taxes if the millage is passed and what is the plan if the millage fails. He also asked what his taxes are paying for. He said people are going to eventually say they are tired of being taxed.

XIII. <u>REMARKS FROM THE MAYOR</u> –

— Stated she appreciates Mr. Teepen's comments and that those will be the major concerns of the public with this ballot proposal.

XIV. <u>ADJOURNMENT</u> –

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

On a voice vote, the motion carried, and the meeting adjourned at 9:29 p.m.

Alternative Budget Recovery Plan

For Fourth Goal Setting Meeting 1-26-2016

Introduction to this Plan(s):

Recap of current process to date:

The City Council is required to conduct goal setting meetings with the city staff prior to the start of each year's budget process. The purpose of these goal setting meetings is for a majority of the members of City Council to come to a consensus as to what they believe are the most important goals that the city needs to accomplish over the next one or two years.

Armed with this information, the City Manager is expected to propose a budget that reflects these Council goals and assigns limited staff and financial resources accordingly. City Council would then review the City Manager's proposed budget, and vote on desired additions and deletions to his proposed budget. The City Manager and staff then amends this budget to reflect these changes and re-present this budget to City Council for final changes and approval/adoption.

Currently, city staff is expected to amend the FY 15/16 and create FY's 2016/17 and 2017/18 budgets. These three budget years are extremely critical to the long term survival of the city for several reasons; getting control of the Water Street debt is a top priority for the city. The City Manager has proposed a plan that will give the city a realistic chance to accomplish this goal. That being said, there is no guarantee that any plan will solve this problem unless the city can sell a substantial number of its excess land holdings (its Water Street property being the most critical land to be sold and developed) over the next three years.

While the city has done an exceptional job of providing quality city services over the last ten (10) years without drawing down its General Fund, fund balance, this situation cannot continue into the future. The amount of the city's debt is scheduled to increase again next year and the city's cost of doing business has been reduced significantly. There is a limit on what more can be done to reduce these costs further and still deliver quality city services. (Please see attachments A, B, C).

City Council has conducted three goal setting sessions over the last two months. Although some decisions have been made by City Council that will provide the City Manager and staff some direction going into our next budget process, there remains several key decisions to be made by the majority of City Council before the City Manager and staff can efficiently move forward to: 1) move to execute some of the primary features of the Manager's proposed balanced budget/recovery plan and 2) assemble the FY's 2016/17 and 2017/18 city budget.

Current deadlock and proposed compromise way forward from here:

The City Council seems seriously undecided as to how much of the projected General Fund, fund balance should be used to pay down the current Water Street debt principal in May of 2016. In addition, while City Council clearly agrees that the city's current budget problems can only be solved through a combination of budget cuts, debt restructuring and raising additional revenues, the idea of imposing a multiyear substantial Street Light special assessment ($350,000 +/-) is not very popular.

Still time is growing very short; we need to make decisions on these issues during our next goal setting meeting, which is now scheduled for Tuesday January 26, 2016, so we can proceed to do the work we need to do to move forward in a timely manner.

In order to help this process along, I would propose an alternative budget recovery plan(s) that I believe would have more support from the members of City Council than what I have currently put on the table.

Major features of Plan (A):

1) Refinance $7,745,000 in Water Street Debt which would save the city interest costs for this part of the debt. (Old interest rate 6.1% versus new rate 4%)
2) The refinance period would be for 14 years. (Please see attachments D,E)
3) The amount of millage to pay off the amount of debt would be 2.3mills; the revenue from this millage is scheduled to increase by 1% per year.
4) This would match the amount of millage that would roll off for the 2001 road bond issue to make this millage neutral. (Please see attachment F)
5) This would require a vote of the people; Election to be held in August of 2016. (Please see attachments G1,G2 and H)
6) The best estimate of the value of 1 city mill during the first year is $289,000 x 2.3 Mills = $665,000.

7) This would leave the city with $5,500,000 in bonds that were not refinanced; on March 2016 the city would pay down $2,255,000 on this part of the Water Street debt. This money would come from non-General fund $418,000 and General Fund $1,837,000, which equal $2,255,000, leaving the city with $3,245,000 of bonds that were not refinanced to pay on until the money to pay down the principal is found. The sale of surplus city assets (mostly land) is where the city expects to gain this money. (Please see attachment I)
8) This would leave the city with a projected spendable General Fund balance of $4,953,000 as 6-30-2016; if we use up $1M in General fund, Fund balance in FY 2015-16.
9) Allocation of full time employees in several key areas are as follows; 17 fulltime Officers in the Fire Department including the Fire Chief (reduction to occur through attrition), 32 sworn officers in the Police Department including the Police Chief, three in the Economic and Community Development Department or four if a new revenue source can be secured. The rest of the city staff will remain largely at status quo levels and will be adjusted to reflect budget and service demands as time progresses.
10) Annually, around the first week in September of each year, the city would know how much the General fund, Fund Balance was actually reduced versus how much it was projected to be reduced for the previous FY budget year. If the administration and City Council felt that there were surplus funds in the General fund balance, that money would be spent to pay down part of the bonds that were not refinanced.

Major features of Plan (B):

1) This plan would only go into effect if plan **A** does not get the support of the votes in Ypsilanti.
2) To make up, in part, for the lost projected millage revenue in August of 2016 the City Council would have to take action immediately to generate additional revenues. Likely this would take the form of an operating Street Light special assessment. If action is taken quickly enough, the first collection date for the money would be in December of 2016.(see attachment J)

Plan **A,** by far, is the city's preferred option but if this is not successful, the money generated by plan **B** would be absolutely essential to giving the city staff enough time to succeed in its Economic Development efforts without having to lay off a number of city staff in order to balance the General fund during this period of time.

3) The rest of plan **B** follow the same course as plan **A.**
4) The rest of the city staff will remain largely at status quo levels and will be adjusted to reflect budget and service demands as time progresses.

Summary and conclusions:

The goal of the city administration over the last four years has been to formulate a plan/budget that would allow the city to provide quality services and still work within its financial resources.

Plan **A**

I) Debt restructuring; The actions proposed (debt refinancing and pay down in 2016) in this plan should save the city approximately $370,000 in the early years with the savings decreasing to $275,000 in the last debt repayment year. While holding on to $3,245,000 in old bonds now will not save the city anything immediately, it has the potential to save the city up to about $337,000 a year when these bonds are paid down or completely paid off.

II) Raising additional revenues; If the voters approve the August Water Street debt millage, this will generate approximately $666,557 in year 1 and $762,120 in year 14.

III) Budget cuts; Even if I and II are completely successful, the city administration with the support of City Council will have to find ways to cut costs and raise revenues that in combination would improve the annual bottom line of the General fund budget by approximately $300,000 per year as compared to its current General Fund budget.

Plan B

I) Debt restructuring; The actions proposed (debt refinancing and pay down in 2016) in this plan should save the city approximately $370,000 in the early years with the savings decreasing to $275,000 in the last debt repayment year. While holding on to $3,245,000 in old bonds now will not save the city anything immediately, it has the potential to save the city up to about $337,000 a year when these bonds are paid down or completely paid off.

II) Raising additional revenues; If the voters do not approve the August Water Street debt millage, the city will lose approximately $666,557 in year 1 and $762,120 in year 14 in hoped for General fund revenues. The Street light operating special assessment revenue stream is limited to a maximum of about $390,000 per year for the number of years City Council is willing to vote for it. Even of this option is used to its maximum for 15 years, it will still fall short of the 2.3 mill revenue option by about $300,000 a year in every year but the first year. *The main point to understand is that with no additional revenue stream, it is going to be almost impossible to provide quality city services and not over time use up the city's entire General Fund, fund balance.*

III) Budget cuts; Even if II is completely successful, the city administration with the support of City Council, will have to find ways to cut costs and raise revenues that in combination would improve the annual bottom line of the General fund budget by approximately $600,000 per year as compared to its current General Fund budget.

Other things to note and take into consideration;

All this planning also depends on the fact that the city will be able to either get the State of Michigan to completely forgive the CDBG debt it owes it, or have the repayment schedule delayed again with no additional penalty to the city prior to its first scheduled payment to the state in FY 2016-17.

The amounts of money noted in this presentation are not exact and represent best estimates. The long time General Fund operating work plan has been in order to balance the General Fund the city would have to come up with budget cuts and new revenues that equal the annual payment on the Water Street debt. Please see attachment C. This has turned out not to be the case over the last 6 years. This a goal to be strived for but not necessary obtained. Every year, the city administration and City Council, will have to see how all our projections are actually panning out and in light of this information, adjust accordingly as they have had to do since 2008.

Going forward with this plan will ensure that we gain some advantage from the differential interest rates on what our saved money earns and the amount interest we pay on our Water Street debt.

It also ensures that we will have enough fund balance in reserve to pay our share of the realistic cost for the construction of a rail platform, shelter facility and all associated improvements necessary to support rail service in the Depot Town part of the city.

It will take a team of city staff and expert consultants months to come up with this cost and we cannot reasonable wait that long to make this decision.

Another component of this plan is that we review the status of our General Fund, fund balance in September of 2016 when we should have a very good idea of what our June 30, 2016 General Fund, fund balance actually is.

Also, by that time, we should have a much more realistic cost for the rail platform and shelter work than we can put together in only a couple of months.

With this information in hand, City Council can vote to pay down more on the Water Street debt in increments of $5,000.00 knowing how much they need to hold back for the potential rail project.

The additional interest money paid between May and September of 2016 should not be that great and the information available to City Council on all fronts concerning the issues that they are most concerned about should be a lot more accurate.

Given the situation the city now finds itself in, there is no plan that guarantees success, but I believe this plan gives us the best chance to succeed. Thank you.

ATTACHMENT 'A'

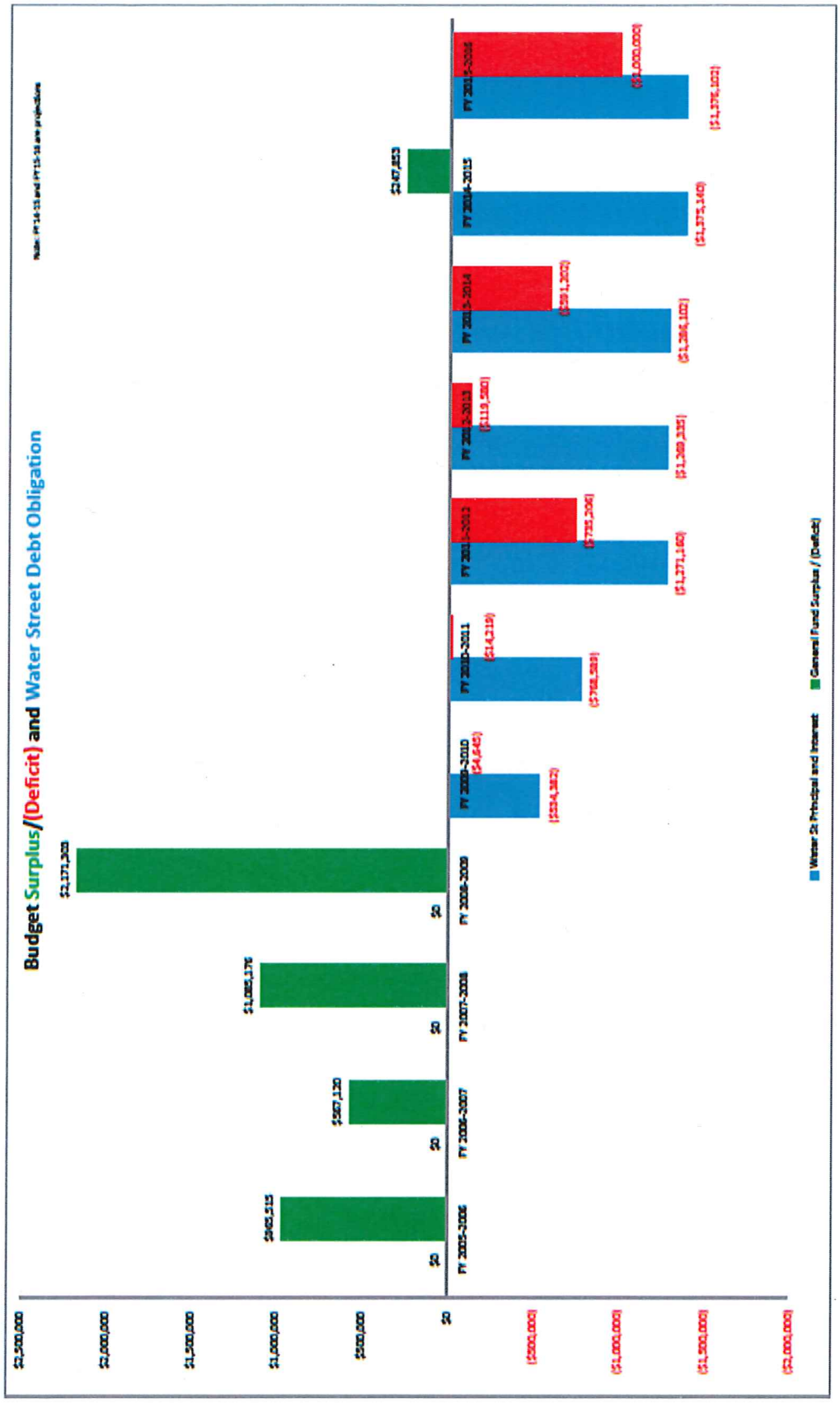
Payment Schedule	2006 WATER ST DEBT - 477		
	Principal	Int.	P&I
FY 2006-07			
FY 2007-08		250,000	250,000
FY 2008-09		300,000	300,000
FY 2009-10		534,382	534,382
FY 2010-11	285,000	483,589	768,589
FY 2011-12	335,000	936,160	1,271,160
FY 2012-13	390,000	879,335	1,269,335
FY 2013-14	445,000	841,102	1,286,102
FY 2014-15	505,000	841,102	1,346,102
FY 2015-16	535,000	841,102	1,376,102
FY 2016-17	565,000	810,340	1,375,340
FY 2017-18	600,000	777,570	1,377,570
FY 2018-19	635,000	742,770	1,377,770
FY 2019-20	675,000	704,670	1,379,670
FY 2020-21	715,000	664,170	1,379,170
FY 2021-22	755,000	621,270	1,376,270
FY 2022-23	805,000	574,838	1,379,838
FY 2023-24	855,000	525,330	1,380,330
FY 2024-25	905,000	472,748	1,377,748
FY 2025-26	960,000	417,090	1,377,090
FY 2026-27	1,020,000	358,050	1,378,050
FY 2027-28	1,085,000	294,810	1,379,810
FY 2028-29	1,150,000	227,540	1,377,540
FY 2029-30	1,225,000	156,240	1,381,240
FY 2030-31	1,295,000	80,290	1,375,290
Totals	15,740,000	13,334,498	29,074,498

ATTACHMENT 'B'

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

	Fiscal	Current Interest Loan Dated			5/1/02
Tax Year	Year Ended 6-30,	Interest Due (APPROX) Annual	Interest Rate	Principal Due (APPROX) Annual	Total P&I
2015	2016	$0	0.000%	$0	$0
2016	2017	27,192	2.000%	124,878	152,070
2017	2018	50,616	2.000%	253,523	304,139
2018	2019	45,507	2.000%	258,632	304,139
2019	2020	40,296	2.000%	263,844	304,139
2020	2021	34,979	2.000%	269,160	304,139
2021	2022	29,555	2.000%	274,584	304,139
2022	2023	24,022	2.000%	280,117	304,139
2023	2024	18,378	2.000%	285,761	304,139
2024	2025	12,620	2.000%	291,520	304,139
2025	2026	6,745	2.000%	297,394	304,139
2026	2027	1,133	2.000%	150,937	152,070
2027	2028	0	2.000%	0	0
2028	2029	0	2.000%	0	0
2029	2030	0	2.000%	0	0
2030	2031	0	2.000%	0	0
2031	2032	0	2.000%	0	0
2032	2033	0	2.000%	0	0
2033	2034	0	2.000%	0	0
		$291,044		$2,750,350	$3,041,394

ATTACHMENT 'C'



ATTACHMENT 'D'

PUBLIC FINANCIAL MANAGEMENT, INC.

2016 REFUNDING BONDS
Original Amount: $7,900,000
Net Interest Cost: 3.978%
Maturities >= 2026 Callable 5/1/25 @ 100

	Fiscal	$7,900,000	Current Interest Bonds Dated			3/1/16
Tax Year	Year Ended 6-30,	Interest Due Nov 1	Interest Due May 1	Interest Rate	Principal Due May 1	Total P&I
2015	2016	$0	$0	0.000%		$0
2016	2017	183,747	137,810	1.450%	345,000	666,557
2017	2018	135,309	135,309	1.950%	400,000	670,618
2018	2019	131,409	131,409	2.300%	415,000	677,818
2019	2020	126,636	126,636	2.550%	430,000	683,273
2020	2021	121,154	121,154	2.800%	445,000	687,308
2021	2022	114,924	114,924	3.100%	470,000	699,848
2022	2023	107,639	107,639	3.300%	490,000	705,278
2023	2024	99,554	99,554	3.500%	510,000	709,108
2024	2025	90,629	90,629	3.700%	535,000	716,258
2025	2026	80,731	80,731	3.850%	565,000	726,463
2026	2027	69,855	69,855	4.000%	595,000	734,710
2027	2028	57,955	57,955	4.150%	625,000	740,910
2028	2029	44,986	44,986	4.250%	655,000	744,973
2029	2030	31,068	31,068	4.350%	690,000	752,135
2030	2031	16,060	16,060	4.400%	730,000	762,120
2031	2032	0	0	0.000%	0	0
2032	2033	0	0	0.000%	0	0
2033	2034	0	0	0.000%	0	0
		$1,411,654	$1,365,718		$7,900,000	$10,677,372

ATTACHMENT 'E'

From: McGow, Patrick F. <mcgow@millercanfield.com>
Sent: Monday, January 11, 2016 6:47 PM
To: Paul Stauder; Ralph Lange; Marilou Uy
Cc: Michael Gormely
Subject: RE: Bond Refi Option [MCPS-ACTIVE.FID1560434]
Attachments: Ypsilanti 2016 - Resolution Authorizing Parameters(25819765_1).DOCX

Based on our call this afternoon, here is the draft Resolution Authorizing Parameters for the Sale of the Bonds. I want to try to simplify matters at pricing and provide clear direction to the finance team on the parameters in stating it as a maximum annual debt service. Based on the assumptions we discussed today, assuming a cap of $665,000 adjusted each year by 1% for property value growth, that means the annual cap increases each year by 1% as follows:

Tax Year	
2016	665,000
2017	671,650
2018	678,367
2019	685,150
2020	692,002
2021	698,922
2022	705,911
2023	712,970
2024	720,100
2025	727,301
2026	734,574
2027	741,919
2028	749,339
2029	756,832
2030	764,400

ROAD BONDS MILLAGE

	2001 Road Bonds			2003 Road Bonds			
FYE	Bond P & I	Millage	Increase (Decrease)	Bond P & I	Millage	Increase (Decrease)	Total 2001 & 2003 Bond Millage
2016		2.3236			2.2551		4.5787
2017	678,375	2.2613	(0.0623)	670,643	2.2355	(0.0196)	4.4967
2018				831,080	2.7703	0.5348	2.7703
2019				825,371	2.7512	(0.0190)	2.7512

1 Mill = $300,000

S:\BUDGET 2016-2017\[Millage road bond.xlsx]st light millage

ATTACHMENT 'F'

ATTACHMENT 'G-1'

E-mail to Pat McGow from Ralph A. Lange re; Proposed Millage Language January 2016

In order to maintain the maximum credibility with the votes on this issue the way we need to state the millage would be to the best of my understanding that:

The Debt payment would be figured out each year say $665,000 for the first year then the calculation would be made as to how much 2.3 mills will generate for that year say $660,000 then that would be all that would be collected from the millage that year and the last $5,000 would have to come out of the general fund to cover that bond obligation. If the 2.3 mills for that year would generate $675,000 then the extra money ($10,000) would go into a reserve that could only be used to pay down a future year debt payment. If there was a surplus of funds in this account on the last year of the debt payment (year 14) Then all that surplus funds would be used to pay part of the last debt payment and the last millage levy would be reduced below 2.3 to make up the difference and end this account with a 0 balance.

With this arrangement we can guarantee voters that they would never have to pay more than 2.3 mills to cover this debt obligation which would be a big selling point in the millage campaign to get the voters to approve this debt millage.
Pat can this be done? ; And if so can you draw up the language that if approved would make this the law for this debt millage if it gets passed.
Please call me on my cell phone this morning if possible and let me know what you think.
Thank you.

Ralph A. Lange
City Manager
One South Huron Street
Ypsilanti, MI. 48197-4250
(734) 483-1810 (Main)
(737) 787-4844 cell
(734) 483-1555 (Office/Voice Mail)
rlange@cityofypsilanti.com
www.cityofypsilanti.com

Mr. McGow's response:

The millage doesn't work exactly as described. The approval of the ballot question does not authorize the City to levy 2.3 mills each year – it authorizes the City to levy a debt millage necessary to pay the debt service. That is why it is described as an unlimited tax as you get to levy whatever is needed to pay the debt.

So you are not automatically entitled to levy 2.3 mills every year. If taxable values increase greater than expected, you can only levy what is needed to cover the debt service (with a reasonable excess to take into account delinquencies, tax appeals, etc.). Likewise, if taxable values do not increase as much as expected, the City has the legal ability to levy more than 2.3 mills. The City would not be obligated to levy more than 2.3 mills, but the approval of the ballot question gives them that ability as that is how the unlimited tax pledge works.

I don't think you can guarantee to the voters that the City will never levy more than 2.3 mills. Just like the existing road millage was a moving target based on the debt service and taxable values, so is the new unlimited tax levy that it replaces. What you can say is that the estimated millage is 2.3 mills each year.

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ATTACHMENT 'H'

Here is a draft of what the proposed ballot language would look like. It is similar to the ballot language we wrote back in 2012 as it is the same statute and process for authorization:

> *Shall the City of Ypsilanti, Michigan, be authorized to pledge its unlimited tax full faith and credit for payment of its Limited Tax General Obligation Refunding Bonds, Series 2016 (Taxable), which are outstanding in the principal amount of $_____, which are currently payable through 2031, which were issued for the purpose of paying the cost of refinancing certain capital improvement costs relating to the Water Street Redevelopment Project? The estimated millage to be levied in 2017 is 2.3 mills ($2.30 per $1,000 of taxable value) and the estimated simple average annual millage rate required to retire the bonds is 2.3 mills ($2.30 per $1,000 of taxable value).*

The dollar amount would be filled in with the principal amount of the 2016 Refunding Bonds after issuance and would only include the approximately $7,900,000 2016 Refunding Bonds, not the remaining outstanding 2006 Bonds.

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ATTACHMENT 'I'

3,240,000 UNREFUNDED BONDS

2006 CAPITAL IMPROVEMENT REFUNDING BONDS
Original Amount: $15,740,000
Net Interest Cost: 6.155%
Maturities >= 2017 Escrowed to Call 5/1/16 @ 100

	Fiscal	$3,775,000	Current Interest Bonds Dated			6/8/06
Tax Year	Year Ended 6-30,	Interest Due Nov 1	Interest Due May 1	Interest Rate	Principal Due May 1	Total P&I
2015	2016	$420,551	$114,495	5.750%	$535,000	$1,070,046
2016	2017	99,114	99,114	5.800%	140,000	338,228
2017	2018	95,054	95,054	5.800%	145,000	335,108
2018	2019	90,849	90,849	6.000%	155,000	336,698
2019	2020	86,199	86,199	6.000%	165,000	337,398
2020	2021	81,249	81,249	6.000%	175,000	337,498
2021	2022	75,999	75,999	6.150%	185,000	336,998
2022	2023	70,310	70,310	6.150%	195,000	335,620
2023	2024	64,314	64,314	6.150%	210,000	338,628
2024	2025	57,856	57,856	6.150%	220,000	335,713
2025	2026	51,091	51,091	6.150%	235,000	337,183
2026	2027	43,865	43,865	6.200%	250,000	337,730
2027	2028	36,115	36,115	6.200%	265,000	337,230
2028	2029	27,900	27,900	6.200%	280,000	335,800
2029	2030	19,220	19,220	6.200%	300,000	338,440
2030	2031	9,920	9,920	6.200%	320,000	339,840
2031	2032	0	0	0.000%	0	0
2032	2033	0	0	0.000%	0	0
2033	2034	0	0	0.000%	0	0
		$1,329,605	$1,023,549		$3,775,000	$6,128,154

Street Lighting Special Assessment Billing Structures

	Structure A		
	Parcels Weighted		
		Price Per Year	Total
Residential	4148	$63.07	$261,605.96
Com/Ind/Non	677	$126.14	$85,394.04
Total # of Parcels	4825		
Residential	$5.26	$63.12	
Other/Month/Year	$10.51	$126.12	
Total Revenue Generated			$347,000

		Structure B			
			Price		Total
Total # of Parcels		4825	$71.92		$347,000
Price per Year			$71.92		
Price Per Month			$5.99		
Total Revenue Generated					$347,000

Total Revenue Per Mill										
					Residential		Non Residential		All Properties	
Property Amount Assessed *		Taxable Value		Value Per Mill	Divide into Cost $63	Millage	Divide into Cost $126	Millage	Divide into Cost $72	Millage
$200,000.00	/2	100000	/1000	$100	$63	0.63	$126	1.26	$72	0.72
$100,000	/2	50000	/1000	$50	$63	**1.26**	$126	**2.52**	$72	**1.44**
$50,000	/2	25000	/1000	$25	$63	2.25	$126	5.04	$72	2.88

* Presuming $300,000 equal 1 mil

Prepared by City Manager's Officer, last updated 12/9/15

ATTACHMENT 'J'

ATTACHMENT 'K'

General Fund (101)

	Fund Balance FY 2014-15	FY 2015-16 Deficit & Paydown	Projected 2015-16 fund balance	
Fund balance				
Nonspendable fund balance				
Prepaid Items	139,897		139,897	
Inventory	214,836		214,836	
Land held for resale-Foreclosed property	38,644		38,644	
Restricted fund balance				
None				
Committed fund balance				
Active Employee Cumulative Benefits	935,702		935,702	
Water Street project bond payments	3,932,027	(2,837,000)	1,095,027	2,225,481
Commit the excess of 10% of expenses fer water st bonds		1,130,454	1,130,454	
Water St Redevelopment Professional Fees	50,000		50,000	
Energy Efficiency and Conservation Project-see below details	235,064		235,064	
Peninsular Dam Inspection Study & Repair	80,300		80,300	
MDNR 2011 Recreation Passport Grant Res # 2011-092	10,000		10,000	
PARK CAPITAL IMPROVEMENTS	17,259		17,259	
Unassigned fund balance (Undesignated)	2,530,454	(1,130,454)		
10% Reserve			1,400,000	
Total Fund Balance	8,184,183		5,347,183	

Revised
Resolution No. 2016 – 029
February 16, 2016

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

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

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

OFFERED BY: Council Member Murdock

SUPPORTED BY: Council Member Nicole Brown

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

REVISED
Resolution No. 2016 – 029A
February 16, 2016

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

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

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

OFFERED BY: Council Member Murdock

SUPPORTED BY: Council Member Nicole Brown

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

Founded in 1852
by Sidney Davy Miller

MILLER CANFIELD

MICHIGAN: Ann Arbor
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FLORIDA: Tampa
ILLINOIS: Chicago
NEW YORK: New York
OHIO: Cincinnati
CANADA: Windsor
CHINA: Shanghai
MEXICO: Monterrey
POLAND: Gdynia
Warsaw • Wrocław

RONALD C. LISCOMBE
TEL (313) 496-7906
FAX (313) 496-8451
E-MAIL liscombe@millercanfield.com

Miller, Canfield, Paddock and Stone, P.L.C.
150 West Jefferson, Suite 2500
Detroit, Michigan 48226
TEL (313) 963-6420
FAX (313) 496-7500
www.millercanfield.com

February 11, 2016

Via Email

Ralph A. Lange
City Manager
City of Ypsilanti
One South Huron Street
Ypsilanti, MI 48197

Re: City of Ypsilanti Limited Tax General Obligation Bonds, Series 2016 (Taxable)

Dear Mr. Lange:

I have enclosed the Resolution Amending Resolution Authorizing Issuance of Limited Tax General Obligation Refunding Bonds, Series 2016 (Taxable) (the "Amending Resolution") for consideration for approval by the City Council at its meeting to be held on February 16th.

The Amending Resolution amends the original bond resolution adopted by the City on January 5, 2016 to authorize the issuance of refunding bonds in an amount not to exceed $10,800,000 (the "Refunding Bonds") as opposed to $8,250,000 as originally authorized. The Amending Resolution also provides that the Refunding Bonds may be issued in two series and that the Resolution Authorizing Parameters Regarding Sale of [Refunding Bonds] approved by the City Council on February 2, 2016 would apply only to the Series 2016A Refunding Bonds.

The Amending Resolution was prepared based on recent discussions with the City and its finance team to reflect the issuance of a greater amount of Refunding Bonds.

I would appreciate it if you could have the City Clerk send me three certified copies of the enclosed Resolution upon its approval.

I plan on attending the City Council meeting to answer any questions about the documents or the refunding. If you or anyone copied on this letter have any questions, please give me a call.

Very truly yours,

Miller, Canfield, Paddock and Stone, P.L.C.

[redacted]

Ronald C. Liscombe

Enclosures

Cc: (w/Encl)
Marilou Uy, Fiscal Services Director
Frances McMullen, City Clerk
Paul Stauder
Michael Gormely
Patrick F. McGow, Esq.
John Bar, Esq.

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Water Street Refinancing and Balanced Budget plan A+

February 16, 2016

Although City Council came to a consensus at it' last meeting on the parameters of a Water Street Refinancing and Balanced budget plan the city staff, supported by our financial team, is now recommending a new plan that will be identified by the above title. New information about the Water Street property and sharply falling interest rates for municipal bond sales, due, in part to the lack of stability in stock market, have caused the city staff to change its previous recommendation as to the best way to address its Water Street debt options.

The new plan out line is as follows:

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

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

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

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

I am asking City Council to support Plan A+ for the following reasons which include but are not limited to:

1) It is my understanding change in plan will push the our bond pricing back by approximately 5 days +/- but will not negatively affect the interest rates we are hoping to get on our refinanced bonds. We want to capture this expected very low rate at all costs.
2) This plan (A+) will reduce our Principal and Interest (P&I) payments on our Water Street Debt by at least 29% versus 24% in the previous plan (A). The 29% plan (A+) reduction would equate to approximately $5,998,712 in reduced (P&I) payments over the next 15 years.
3) If the city can pay off the $700,000 non-refunded bonds later this year it will increase the above percentage to 34% which would equate to approximately $7,032,972 in reduced (P&I) payments over the next 15 years.
4) The A+ plan does not require any additional use of General Fund reserves relative to the A plan.
5) The A+ plan would leave the projected 6-30-2016 General fund, fund balance the same as with plan A.
6) The A+ plan will work exactly the same as the A plan regarding the possible millage request City Council, proposed, to make, to provide a revenue stream equating to approximately 2.3 mills or 52% of the original Water Street debt.

Summary conclusion:

We will need the support of a majority of City Council to pass the resolution proposed increasing the amount of bonds that can be refunded by Marilou Uy and Ralph A. Lange during the Tuesday 2-16-2016 City Council meeting. This new amount will cover the amount of the bonds mentioned in parts **A** and **B** of the A+ plan.
Also please see included letter from the Miller Canfield, three new bond debt tables from Paul Stauder and three new pie charts provide by the City's Finance Department. The city staff and consultants will be ready to answer questions about the A+ plan during the Tuesday Council meeting.
Thank you.

Resolution No. 2016-030
February 16, 2016

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

CITY OF YPSILANTI
County of Washtenaw, State of Michigan

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

PRESENT: Members: _____

_____

ABSENT: Members: _____

The following preamble and resolution were offered by Member _____ and supported by Member _____.

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

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

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

NOW, THEREFORE, BE IT RESOLVED THAT:

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

2. The Bond Resolution is hereby amended to provide that the City may issue Refunding Bonds in two series, which shall be entitled the Limited Tax General Obligation Refunding Bonds, Series 2016A (Taxable) (the "2016A Bonds") and Limited Tax General Obligation Refunding Bonds,

MILLER, CANFIELD, PADDOCK AND STONE, P.L.C.

Series 2016B (Taxable) (the "2016B Bonds"). Together the 2016A Bonds and 2016B Bonds shall be issued in the aggregate principal amount of not to exceed Ten Million Eight Hundred Thousand Dollars ($10,800,000).

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

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

AYES: Members: _____

_____

NAYS: Members: _____

RESOLUTION DECLARED ADOPTED.

_____
Frances McMullan
City Clerk

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Ypsilanti, County of Washtenaw, State of Michigan, at a regular meeting held on February 16, 2016, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

_____
Frances McMullan
City Clerk

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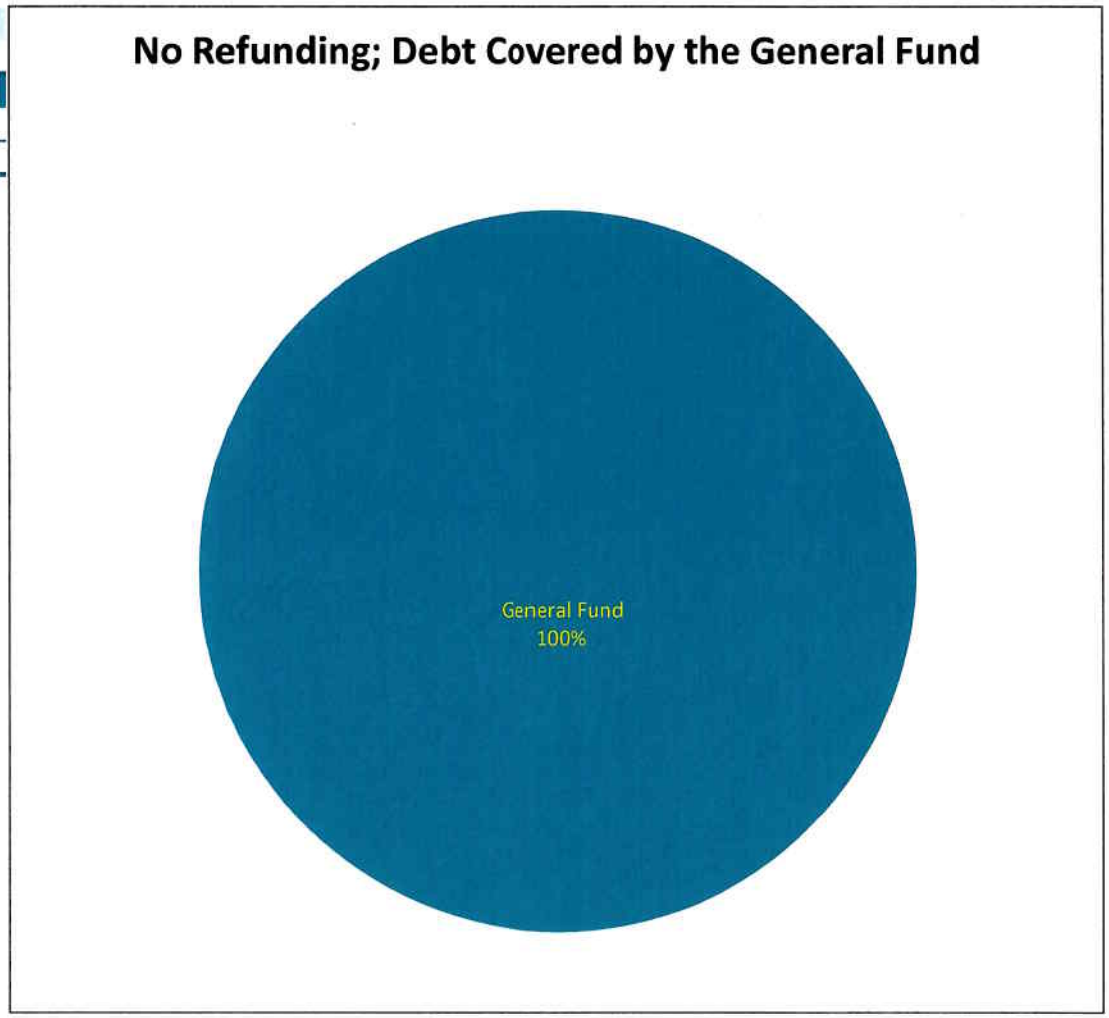
MILLER, CANFIELD, PADDOCK AND STONE, P.L.C.

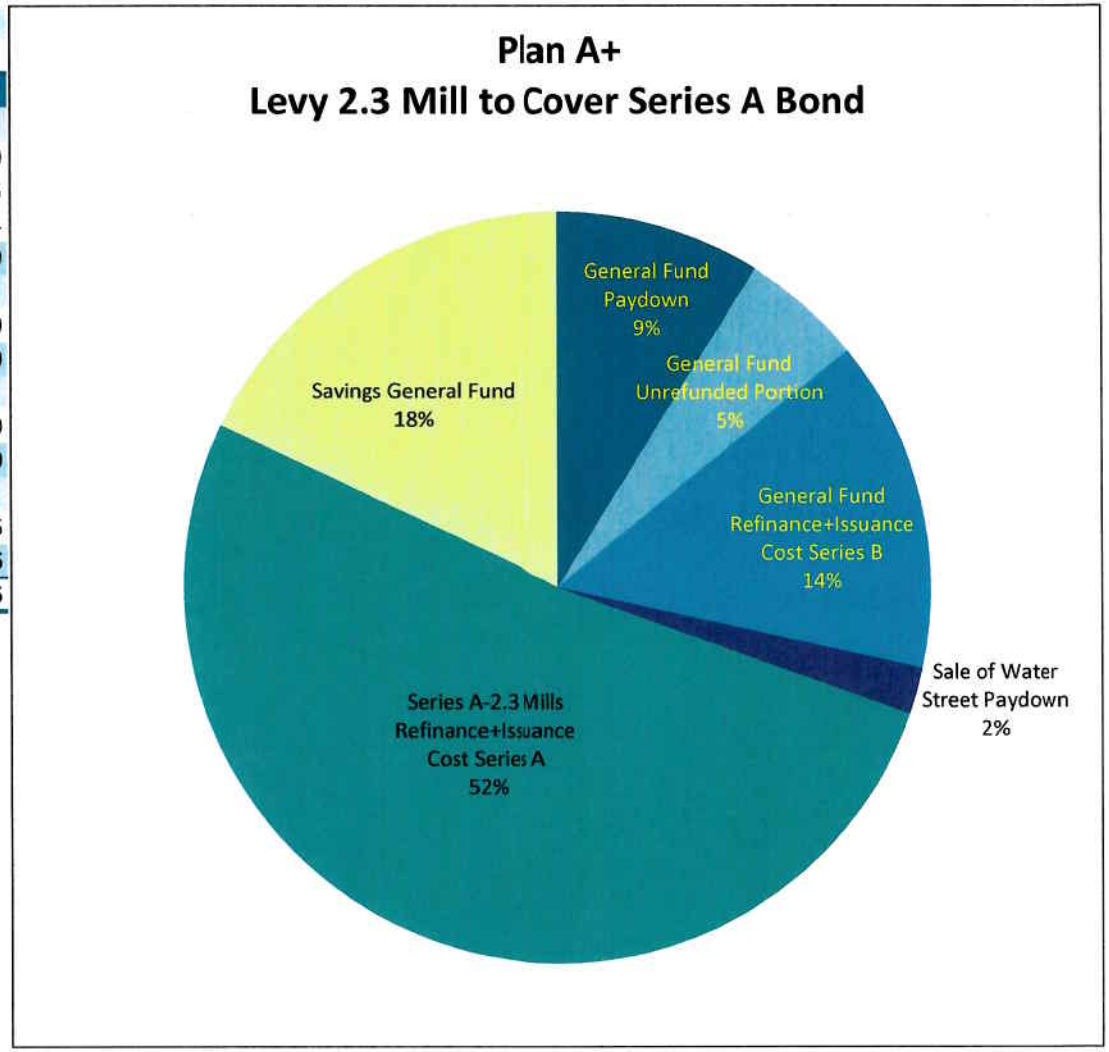
Plan	Original Plan

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



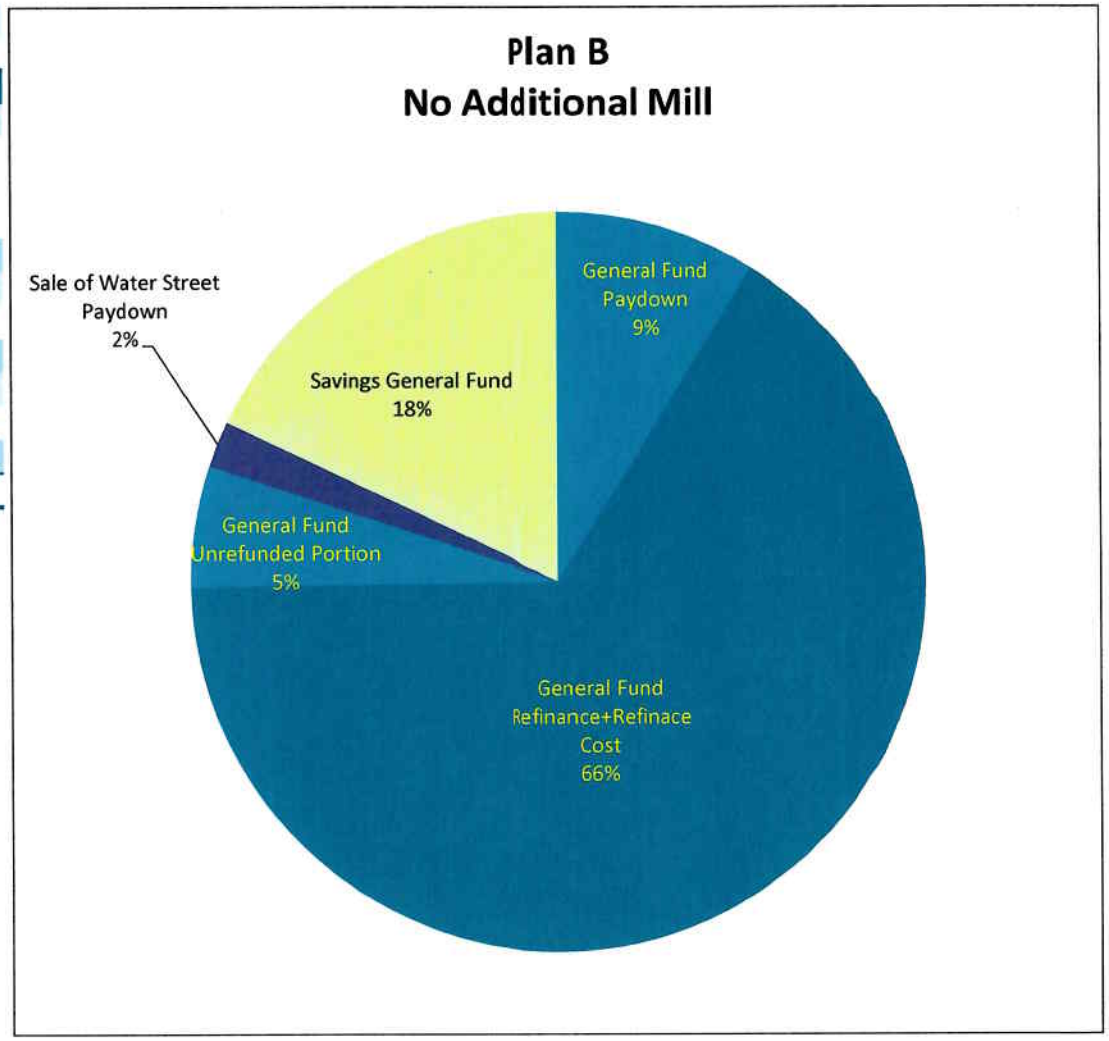
Plan	Plan A+

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



Plan	Plan B

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



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

UNREFUNDED BONDS

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

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

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

PUBLIC FINANCIAL MANAGEMENT, INC.

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

SAVINGS ANALYSIS - SERIES 2006

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

2016 REFUNDING BONDS, SERIES B

		Average Coupon:	3.32507%
Dated Date:	3/1/16	Net Interest Cost:	3.45059%
Delivery Date:	3/1/16	True Interest Cost:	3.41353%
Bond Years:	19,956.67	Arbitrage Yield:	3.34502%
Average Life:	8.715	Effective Interest Cost:	3.60871%

BONDS TO BE REFUNDED OR COVERED BY ESCROW FOR SERIES A
2006 CAPITAL IMPROVEMENT REFUNDING BONDS

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

Tax Year	Fiscal Year Ended 6-30,	2016 Interest Due Nov 1	2016 Interest Due May 1	2016 Interest Rate	2016 Principal Due May 1	2016 Total P&I	Bonds Interest Due Nov 1	Bonds Interest Due May 1	Bonds Interest Rate	Bonds Principal Due May 1	Bonds Total P&I	Annual Savings	Present Value of Annual Savings @ 3.3450%	* Net Actual Cumulative Savings
2015	2016	$0	$0	0.000%	$0	$0	$0	$68,364	5.750%	$0	$68,364	$68,364	$67,987	$0
2016	2017	44,955	33,716	1.350%	120,000	198,671	68,364	68,364	5.800%	95,000	231,728	33,056	32,178	33,056
2017	2018	32,906	32,906	1.600%	130,000	195,813	65,609	65,609	5.800%	105,000	236,218	40,405	38,112	73,461
2018	2019	31,866	31,866	1.950%	135,000	198,733	62,564	62,564	6.000%	105,000	230,128	31,395	28,727	104,856
2019	2020	30,618	30,618	2.150%	135,000	196,235	59,414	59,414	6.000%	115,000	233,828	37,593	33,159	142,449
2020	2021	29,166	29,166	2.400%	140,000	198,333	55,964	55,964	6.000%	120,000	231,928	33,595	28,681	176,044
2021	2022	27,486	27,486	2.600%	140,000	194,973	52,364	52,364	6.150%	125,000	229,728	34,755	28,664	210,799
2022	2023	25,666	25,666	2.850%	145,000	196,333	48,520	48,520	6.150%	140,000	237,040	40,708	32,395	251,506
2023	2024	23,600	23,600	3.000%	150,000	197,200	44,215	44,215	6.150%	145,000	233,430	36,230	27,895	287,736
2024	2025	21,350	21,350	3.150%	155,000	197,700	39,756	39,756	6.150%	150,000	229,513	31,813	23,698	319,549
2025	2026	18,909	18,909	3.300%	160,000	197,818	35,144	35,144	6.150%	165,000	235,288	37,470	26,937	357,019
2026	2027	16,269	16,269	3.450%	165,000	197,538	30,070	30,070	6.200%	170,000	230,140	32,603	22,669	389,621
2027	2028	13,423	13,423	3.600%	170,000	196,845	24,800	24,800	6.200%	185,000	234,600	37,755	25,344	427,376
2028	2029	10,363	10,363	3.700%	175,000	195,725	19,065	19,065	6.200%	195,000	233,130	37,405	24,262	464,781
2029	2030	7,125	7,125	3.800%	180,000	194,250	13,020	13,020	6.200%	205,000	231,040	36,790	23,056	501,571
2030	2031	3,705	3,705	3.900%	190,000	197,410	6,665	6,665	6.200%	215,000	228,330	30,920	18,725	532,491
2031	2032	0	0	0.000%	0	0	0	0	0.000%	0	0	0	0	532,491
2032	2033	0	0	0.000%	0	0	0	0	0.000%	0	0	0	0	532,491
2033	2034	0	0	0.000%	0	0	0	0	0.000%	0	0	0	0	532,491
		$337,406	$326,168		$2,290,000	$2,953,574	$625,533	$693,896		$2,235,000	$3,554,429	$600,855	$482,489	
											Less Issuer Contribution, Plus Accrued Interest:	(68,364)	(68,364)	prs
												$532,491	$414,125	

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

PUBLIC FINANCIAL MANAGEMENT, INC.

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

SAVINGS ANALYSIS - SERIES 2006

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

2016 REFUNDING BONDS, SERIES A

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

BONDS TO BE REFUNDED OR COVERED BY ESCROW FOR SERIES A

2006 CAPITAL IMPROVEMENT REFUNDING BONDS

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

Tax Year	Fiscal Year Ended 6-30,	2016 Interest Due Nov 1	2016 Interest Due May 1	2016 Interest Rate	2016 Principal Due May 1	2016 Total P&I	2006 Interest Due Nov 1	2006 Interest Due May 1	2006 Interest Rate	2006 Principal Due May 1	2006 Total P&I	Annual Savings	Present Value of Annual Savings @ 3.3716%	* Net Actual Cumulative Savings
2015	2016	$0	$0	0.000%	$0	$0	$0	$315,393	5.750%	$0	$315,393	$315,393	$313,640	($2,255,000)
2016	2017	163,702	122,776	1.350%	375,000	661,478	315,393	315,393	5.800%	440,000	1,070,785	409,307	396,108	(1,845,693)
2017	2018	120,245	120,245	1.600%	430,000	670,490	302,633	302,633	5.800%	465,000	1,070,265	399,775	374,698	(1,445,918)
2018	2019	116,805	116,805	1.850%	445,000	678,610	289,148	289,148	6.000%	495,000	1,073,295	394,685	357,646	(1,051,233)
2019	2020	112,689	112,689	2.150%	455,000	680,378	274,298	274,298	6.000%	525,000	1,073,595	393,218	344,452	(658,015)
2020	2021	107,798	107,798	2.400%	475,000	690,595	258,548	258,548	6.000%	555,000	1,072,095	381,500	323,113	(276,515)
2021	2022	102,098	102,098	2.600%	495,000	699,195	241,898	241,898	6.150%	590,000	1,073,795	374,600	308,724	98,085
2022	2023	95,663	95,663	2.850%	510,000	701,325	223,755	223,755	6.150%	625,000	1,072,510	371,185	293,798	469,270
2023	2024	88,395	88,395	3.000%	535,000	711,790	204,536	204,536	6.150%	665,000	1,074,073	362,263	277,206	831,552
2024	2025	80,370	80,370	3.150%	560,000	720,740	184,086	184,086	6.150%	705,000	1,073,175	352,435	260,889	1,183,987
2025	2026	71,550	71,550	3.300%	580,000	723,100	162,409	162,409	6.150%	745,000	1,069,818	346,718	247,893	1,530,705
2026	2027	61,980	61,980	3.450%	610,000	733,960	139,500	139,500	6.200%	795,000	1,074,000	340,040	234,990	1,870,745
2027	2028	51,458	51,458	3.600%	635,000	737,915	114,855	114,855	6.200%	845,000	1,074,710	336,795	224,944	2,207,540
2028	2029	40,028	40,028	3.700%	670,000	750,055	88,660	88,660	6.200%	895,000	1,072,320	322,265	208,031	2,529,805
2029	2030	27,633	27,633	3.800%	700,000	755,265	60,915	60,915	6.200%	955,000	1,076,830	321,565	200,594	2,851,370
2030	2031	14,333	14,333	3.900%	735,000	763,665	31,310	31,310	6.200%	1,010,000	1,072,620	308,955	186,238	3,160,325
2031	2032	0	0	0.000%	0	0	0	0	0.000%	0	0	0	0	3,160,325
2032	2033	0	0	0.000%	0	0	0	0	0.000%	0	0	0	0	3,160,325
		$1,254,743	$1,213,818		$8,210,000	$10,678,560	$2,691,943	$3,207,335		$10,310,000	$16,409,278	$5,730,717	$4,550,761	
										Less Issuer Contribution, Plus Accrued Interest:		(2,570,393)	(2,570,393)	prs
												$3,160,325	$1,980,369	

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

* Cumulative Savings Includes Accrued Interest: $0.00

REQUEST FOR LEGISLATION

To: Mayor and Council

From: Beth Ernat, Director of Community and Economic Development

Subject: DDA Administrative Services Contract

SUMMARY & BACKGROUND: The Ypsilanti Community and Economic Development Department ("Department") has submitted a proposal to provide Executive Director Services to the Ypsilanti DDA. The Department would provide a team of well qualified individuals with the knowledge, experience, skill, and ability to manage the day-to-day operations, provide staff support to the Board, and provide technical assistance, advice, and guidance to sustain and enhance the Ypsilanti DDA. Additionally, the Department would be able to provide these services at a reduced cost to the DDA to allow for more DDA resources to be allocated to projects and not staff.

The Department is able to reduce duplication of staff time and provide dedicated time and resources to the DDA. We foresee our resources providing a means to assist in the implementation of the existing vision and strategic plan of the DDA.

Downtown Development Authorities are created by Public Act 197 to provide economic development in downtown areas that are blighted and/or in need of increased taxable value. There are guidelines set forth by the Public Act as well as individual by-laws that govern the activity of the Board. DDA Boards may hire, at their discretion, a Director to provide support and day-to-day management activity. There is no mention in the Public Act regarding the scope or parameters of the Director.

Many municipal authorities throughout the state have either created the DDA and the Director position as part of the City/Community/Township staff structure, or applied for and provide Director services to the DDA. Some examples of similar situations are:

Meridian Township (Okemos) – Director of Planning
Kochville Township (Saginaw) – Township Director
Auburn (Bay City) – City Manager
Bay City – City Department
Wyoming – Deputy City Manager
Mackinaw City – Planning Director
Warren – Community Development Director
Plainwell – Planning Director
Tecumseh – Economic Development Director
Plymouth – City Department

The DDA is a part of the municipal entity as its Board members are appointed and confirmed by the municipal entity. The purpose of the DDA is to be a catalyst for development and increased tax revenues. Public Act 197 provides for unique tools to accomplish these goals that are different than those for municipal authorities. The Act does not prohibit the municipal entity from assisting with these goals.

Department Responsibilities and Structure
The current structure of the Community and Economic Development Department is as follows:

Beth Ernat – Director of Community and Economic Development and Building Department. Beth has a background in Community and Economic Development and planning. She most recently held the position of DDA Director for the City of Saginaw. As DDA Director, she recruited Delta College to construct a downtown campus, oversaw the demolition of five (5) DDA structures, and recruited and assisted in the approval of CRP grants for a $5 million historic renovation and the start of a $15 million dollar indoor/outdoor farmers market and business incubator in Downtown Saginaw.

Joe Meyers – Community Development and Planning Manager. Current responsibilities include community development and neighborhood based planning and implementation strategies. Oversees all Planning and Zoning activities; Finds and explores grant opportunities; works with Parks and Recreation Committee to improve and enhance community parks. Joe comes to the City from MEDC as a Redevelopment Ready Communities facilitator. Prior to the MEDC, he worked as a County Assistant Administrator in Antrim County. Joe has excellent contacts within the state department and knowledge of best practices for municipalities.

Bonnie Wessler – City Planner. Prepares and oversees execution of planning activities in the city. Provides staff support to the Plan Commission and Zoning Board of Appeals; works directly with regional planning and transportation initiatives and projects. Bonnie has been with the City of Ypsilanti for over five (5) years and has worked in public and private practice as a City Planner. She is the City's GIS Administrator and has great experience in mapping and data collection.

Cindy Kochanek – Associate Planner. Provides daily support to planning, zoning, and historic district; provides research and support to the department. Cindy's experience is in the private sector and has been with the City for 3 years as a HDC intern and planning intern. Cindy excels at research and technical writing.

Nan Schuette – Administrative Assistant. Nan has been with the City for over 20 years and also provides support to the City Manager and the Planning Department.

Rasheed Atwater – Community Development Intern. Rasheed is a student at EMU and has been active in the community over the past three years, specifically with the ParkRidge Center. He is also an active National Guardsman. Rasheed will be starting Graduate School at EMU in the fall.

Haley McAlpine – Historic District Commission Intern. Haley is a student at EMU working on a degree in Historic Preservation.

The Department responsibilities would be divided as follows to accommodate the DDA Director position.

Director of Community and Economic Development – provide oversight and guidance to DDA Director and DDA Board as requested. (Weekly hours – 5)

Community Development and Planning Manager and DDA Director. Joe would provide the direct support to the DDA and day-to-day activities. Joe would interact with the Board, businesses, and residents. Joe would commit no less than 33% of his weekly activities to the DDA function. (Weekly hours – 15)

Part-time DDA Specialist. Rasheed would provide part-time dedicated support to the DDA as the DDA Specialist. Interact with the Board, businesses, and residents. Aggressively promote DDA districts and create initiatives and activities related to the goals of the DDA Board and coordinate and recruit volunteers. (Weekly hours – 24)

City Planner – Bonnie would provide data and mapping support to the DDA as well as technical writing and research as needed. (Weekly hours – 2)

Associate Planner – Cindy would provide research and support to the DDA Director as needed. Cindy would be the historic district resource to the DDA. (Weekly hours -2)

Administrative Assistant - Nan would provide administrative support to the DDA Director as needed. (weekly hours – 2)

The department would provide over 50 hours of weekly support dedicated to the DDA. These hours would be tracked and provided to the DDA monthly in a professional services summary. The proposed hours are the average hours that would be dedicated, in a given week the hours may need to be more or less depending of the current projects and who from staff is needed to prepare work; however, there will not be less than 40 hours dedicated unless the Director or DDA Specialist is on scheduled time off.

Costs:

The Community and Economic Development Department would provide the above services at the annual cost of $58,000. The costs would include all staff time and fringes currently paid to staff. The Department is able to provide these services at this rate due to much of our work overlapping, having similar goals and expected outcomes of improving business districts in Ypsilanti.

The base pay of the existing Director is approximately $57,000, but with benefits and retirement, the cost of the Director is $85,000. The DDA budget still includes a part-time position which equates to approximately an additional $24,000.

The proposed savings would be $27,000 with just replacement of a director and $51,000 if both positions are replaced by Community and Economic Development staff.

Period of Contract

The Department proposes this contract would be for a 24 month period with a termination clause at the end of 12 months. We recommend 24 months to lock in the rate for two years should the DDA and Development Department wish to continue the contract. As an employee of the DDA, the DDA may choose to sever the contract with 30 days' notice. As a contractor to the DDA, the Department may choose to end the contract with 120 days' notice, if the department cannot fulfill all of their duties to the City and/or DDA.

This contract in no way changes or impacts the Intergovernmental Agreement between the City and the DDA. The DDA would continue to pay rent for the offices in City Hall, Accounting Services for the oversight of the budget, its own office supplies, training events, etc. The use of leasing the DDA office will continue to be required because of the files and storage needs that City Hall could not accommodate.

The attached contract only deals with the services of Executive Director and administrative services to be offered by the Department.

The DDA reviewed and approved this contract on February 11, 2016.

Mr. Barr, City Attorney, reviewed and approved the proposed contract for substance and form. Human Resources has reviewed and recommended approval of the contract.

RECOMMENDED ACTION: Staff recommends Mayor and City Council approval to enter into the proposed Administrative Services Contract with the Ypsilanti DDA and the Community and Economic Development Department for Executive Director Services.

ATTACHMENTS: Administrative Services Contract

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: _____

CITY MANAGER COMMENTS: _____

FISCAL SERVICES DIRECTOR APPROVAL: _____

Resolution No. 2015 - 031
02/16/2016

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

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

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

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

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

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

INTERGOVERNMENTAL CONTRACTUAL SERVICES AGREEMENT

BETWEEN THE YPSILANTI DOWNTOWN DEVELOPMENT AUTHORITY AND

CITY OF YPSILANTI

This agreement is made between the **Ypsilanti Downtown Development Authority ("YDDA") a** Michigan Downtown Development Authority of 1 South Huron Street, Ypsilanti, MI 48197, and the City of Ypsilanti **("CITY")** a Home Rule City of 1 South Huron Street, Ypsilanti, MI 48197**.**

GENERAL RECITALS

Legal Authority. The City is a Michigan Home Rule City and the YDDA is a Downtown Development Authority created by the City. The YDDA is an independent Michigan Authority with Authority powers, including the power to contract. The YDDA in the past has hired a director to administer the Authority. The YDDA is presently without a director and desires to contract with the City to provide the services needed for the administration of the YDDA in the day to day operations.

Conflict of Interest. Both parties recognize that there could be some inherent conflicts of interest in the performance of this contract. The parties agree that in the event that a conflict of interest of a substantial nature should arise, that either party recognizing such conflict shall notify the other party of the conflict and the parties shall determine a proper course of conduct to settle the conflict, including the hiring of an outside administrator for the YDDA.

The parties have negotiated certain terms of a contractual services agreement in which the City will provide DDA Executive Director and support services to the YDDA.

Nothing in this agreement shall alter the intergovernmental agreement between the DDA and City of Ypsilanti (Resolution No. 2015-248 of November 17, 2015)

AGREEMENT

In consideration of the promises of the parties and of the mutual benefits to be derived from the observance of the covenants in this Agreement, the parties agree as follows:

1. **EFFECTIVE DATE.** The parties acknowledge and agree that, the City's start date shall be February 18, 2016.
2. **DUTIES.** The YDDA agrees to employ the City to carry out the usual duties of a YDDA Executive Director and support staff to carry out the will, mission, vision, and business set forth by the YDDA Board. The City Economic and Development Department (**Department)** will perform the contract for the City and will be assigned duties and tasks by the YDDA Board and will act in an efficient and conscientious manner, and will exercise discretion and judgment in the best interest of both parties at all time in performance of the duties. The City shall assign employees to perform this contract, including an assigned employee of the Department to regularly attend

YDDA Board meetings and sub-committee meetings as requested. The Department will prepare annual budgets and reports as required by statute and law for the approval of the YDDA Board.

3. **SCOPE OF WORK.** The parties will annually create and adopt an agreed scope of work for the City. The YDDA will review and evaluate the City on its performance based on the scope of work.
4. **LENGTH OF TERM AND TERMINATION.** The relationship of the parties shall be of contracting governmental bodies.
    - **a.** The parties agree that the term of this agreement shall be for **24 months** from the starting date of this agreement, unless this agreement is terminated prior to that date as provided herein.
    - **b.** This agreement may be terminated at any time during the term, upon the mutual agreement of the parties.
    - **c.** The City may terminate this agreement by giving 120 days prior written notice to the YDDA.
    - **d.** The YDDA may terminate this agreement by giving 30 days prior written notice and the YDDA shall pay for the entire month in which services were provided.
    - **e.** Either party may immediately terminate this agreement for a material and substantial breach of the contract by the other party, or in the event of a conflict of interest that would prohibit the continuation of the services performed.
5. **CONSIDERATION.** The YDDA shall pay not less than $58,000 per year, payable in even monthly installments to the City. Installments to equal $4,833.33 per month, payable in arrears on or about the 28th day of each month.
6. **REPORTING REQUIREMENTS.** The City shall provide an accounting of time spent on YDDA activities by Department staff by the last day of each month.
7. **ASSIGNMENT OF PERSONNEL.** The Director of Community and Economic Development (**Director**) shall be responsible for the assignment of personnel to carry out the terms of this agreement and notify the YDDA. The Director shall notify the YDDA of any personnel changes within thirty (30) days or sooner if possible. The City shall provide staff support of not less than at total combined amount of 30 employee hours per week. Employees of the City shall not be employees of the YDDA and no officer, official, volunteer or employee of the YDDA shall be an employee of the City because of this agreement or the performance thereof.
8. **STANDARD OF PRACTICE.** The City shall perform services on behalf of the DDA in accordance with the standards of professional services and care normally required by an Executive Director of a Downtown Development Authority.
9. **CONFLICT OF INTEREST.** In the case of any direct or perceived conflict of interest, the City shall notify the Chair of the YDDA (**CHAIR**) at the earliest possible time and the Chair and Director will determine if a conflict exists. If a conflict does exist, the Chair will notify the YDDA Board, the Director will notify the City Manager, and the City will withdraw from the particular work and be excused from any situation in which the conflict exists.
10. **TRAINING EXPENSES.** The YDDA shall pay all expenses associated with training or professional development associated directly to the YDDA in addition to the consideration set out above in section 5. The Chair and Director shall agree on the training and professional development.

11. **YDDA OFFICE AND PUBLIC ACCESS.** The City agrees to maintain the YDDA office and create public hours at 1 South Huron Street, Ypsilanti, MI 48197, dedicated email address, dedicated phone numbers, YDDA website, and to have public office hours and accessibility.
12. **IDEMNIFICATION.** To the extent allowed by law, the YDDA shall indemnify and hold the City harmless from any error or omission, tort, professional liability claim, demand, suit or legal action, and will purchase and maintain insurance to defend, save harmless and indemnify the City against the same whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance of duties and responsibilities of this contract, provided the City acted both in good faith and within the scope of duties set out in this contract.
13. **INTERPRETATION OF CONTRACT.**
    - **a.** This Agreement constitutes the entire understanding between the YDDA and the City. There are no oral understandings, terms or conditions and no party has relied on any representation, express or implement, not contained in this Agreement.
    - **b.** This Agreement may be changed only by a written amendment signed by both parties.
    - **c.** If any provision or any portion of this agreement is held to be unconstitutional, invalid, or unenforceable, the remainder of this agreement shall not be affected and shall remain in full force and effect.
14. **VENUE AND JURISDICITON**. All venue and jurisdiction for any disagreement dispute or claim concerning this contract shall be in Washtenaw County, Michigan.

REQUEST FOR LEGISLATION
2/16/2016

To: Mayor and Council

From: Beth Ernat – Director of Community and Economic Development

Subject: Parkridge Redevelopment MOA

SUMMARY & BACKGROUND: The Ypsilanti Housing Commission (YHC) has been planning and preparing to redevelop the Parkridge Homes similar to the Hamilton Crossing redevelopment. The YHC was awarded, and is using, Rental Assistance Demonstration (RAD) funds for the redevelopment. The current site has 80 units and is in poor condition. The proposed redevelopment includes 86 units. The Planning Commission has reviewed and approved the proposed site plan with conditions to be addressed before permitting.

The new site will be created in a neighborhood setting with primarily duplexes and townhouses and two multi-unit buildings. Leasing, site management, and security, will be provided by the same company as Hamilton Crossing. The site has also been approved for extension of the Family Empowerment Program, which is a social work program geared toward individual goals and successes.

As the RAD program is a federally funded program, the current site required a Section 106 SHPO review as to the historic significance of the existing site. The SHPO concluded there were adverse findings in regards to the demolition. In order to mitigate the adverse findings, a Memorandum of Understanding has been created with the Ypsilanti Housing Commission, the City of Ypsilanti, Washtenaw County, Department of Housing and Urban Development, and the State Historic Preservation Office.

The attached Memorandum of Understanding (MOA) allows for the demolition of the 80 unit Parkridge Homes with the consideration that the site will be thoroughly photo documented, researched and reported on for historical significance, an interpretation plan filed and a historic marker erected. Washtenaw County will be completing the required considerations.

Mr. Barr has reviewed and approved the MOA to form.

RECOMMENDED ACTION: Staff recommends council approval to direct the City Manager to enter into a Memorandum of Agreement with The Ypsilanti Housing Commission, the City of Ypsilanti, Washtenaw County, Department of Housing and Urban Development, and the State Historic Preservation Office for the demolition of the 80 unit Parkridge Homes and the conditions required for the demolition.

ATTACHMENTS: Memorandum of Agreement.

CITY MANAGER APPROVAL: _____ COUNCIL AGENDA DATE: 2/16/2016

FISCAL SERVICES DIRECTOR APPROVAL: _____

Resolution No. 2015 - 032
February 16, 2016

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

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

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

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

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

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

MEMORANDUM OF AGREEMENT
AMONG THE
YPSILANTI HOUSING COMMISSION
(ON BEHALF OF THE NEW PARKRIDGE LIMITED DIVIDEND HOUSING ASSOCIATION LIMITED PARTNERSHIP),
CITY OF YPSILANTI,
WASHTENAW COUNTY GOVERNMENT,
UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
AND THE
MICHIGAN STATE HISTORIC PRESERVATION OFFICER
REGARDING THE
PARKRIDGE HOMES REDEVELOPMENT
YPSILANTI, MICHIGAN

WHEREAS, the Ypsilanti Housing Commission ("YHC"), through its subsidiary, YHC-Parkridge LLC, which will serve as the general partner of New Parkridge Limited Dividend Housing Association Limited Partnership ("owner"), plans to carry out the redevelopment of the Parkridge Homes pursuant to the United States Housing Act of 1937, as amended, being 42 U.S.C. 1437 et seq.; and

WHEREAS, the undertaking consists of the demolition and replacement of eighty units (80) of obsolete public housing located in twenty buildings (20) with eighty-six units (86) of new construction duplexes, townhouses and two multi-unit buildings. The complex proposed to be demolished is located on a seven acre site at the corner of Harriet and First Streets, in the City of Ypsilanti, Michigan. The addresses are 602-699 Armstrong Drive and 503-577 First Court; the buildings are described in detail in the following section. The proposed new redevelopment on this site will provide a mix of fourteen (14) one-bedroom, forty-one (41) two-bedroom, and thirty-one (31) three-bedroom units; and

WHEREAS, The Ypsilanti Housing Commission has had several resident meetings with Parkridge Homes residents discussing the plans for the site and providing opportunity for residents to provide their comments and ideas, and the Ypsilanti Planning Commission has also gone to the Ypsilanti City Council and the Ypsilanti Planning Commission several times, providing an opportunity for public comment from city residents. Meeting minutes record a community member bringing her concerns about the project to the Planning Commission on October 15, 2015. Meeting dates where the New Parkridge Homes project was discussed are listed as follows Ypsilanti City Council: January 21, February 4, September 6, 2014, and January 3 and December 15, 2015; and Ypsilanti Planning Commission: January 15, 2014, and November 18, 2015. In addition, resident meetings were held on September 27, 2013, and June and October 29, 2014; and

WHEREAS, YHC in consultation with the Washtenaw County Office of Community & Economic Development (OCED) through a programmatic agreement held by that office for the review of certain HUD-funded undertakings which impact historic resources has defined the undertaking's area of potential effects (APE) as to include the twenty buildings (20) in Parkridge Homes, the adjacent Parkridge Community Center, and 106 surrounding properties of 50 years of age or older within a 500 foot distance; and

WHEREAS, OCED has determined that the undertaking has an adverse effect on the Parkridge Homes, which are eligible for listing in the National Register of Historic Places, and has consulted with the Michigan State Historic Preservation Officer (SHPO) pursuant to 36

CFR Part 800, the regulations implementing Section 106 of the National Historic Preservation Act (16 U.S.C. § 470f); and

WHEREAS, OCED has consulted with several known Tribal groups identified through the Tribal Directory Assessment Tool (TDAT) managed by HUD, including the Chairman of the Forest County Potawatomi Community, the Chairman of the Pokagon Band of Potawatomi Indians, the Chairperson of the Hannahville Indian Community, the Chief of the Saginaw Chippewa Indian Tribe of Michigan, the Tribal Historic Preservation Officer (THPO) of Pokagon Band of Potawatomi Indians, and the Tribal Historic Preservation Officer (THPO) of the Saginaw Chippewa Indian Tribe of Michigan, for which sites in Washtenaw County have known or potential religious and cultural significance; and

WHEREAS, the OCED's communications to the Tribal leaders explained that the anticipated activity will include demolition and new construction of residential structures in the City of Ypsilanti, and asked if the Tribes or their representatives would like to be consulting parties on this project. The Tribes were requested to respond within 30 days of the date of letter, if possible. The THPO of the Pokagon Band of Potawatomi Indians responded on October 30, 2015 indicating that after reviewing the project that they determined that "they are unaware of any historical, religious, or culturally significant resources to the Pokagon Band of Potawatomi Indians in the vicinity of the project area and if any archaeological resources are uncovered during this undertaking, please contact Pokagon Band of Potawatomi Indians THPO immediately." There were no other responses from the other tribes consulted; and

WHEREAS, **YHC has consulted with OCED and the City of Ypsilanti** regarding the effects of the undertaking on historic properties and has invited them to sign this MOA as participating signatories; and

WHEREAS, in accordance with 36 CFR § 800.6(a)(1), OCED has notified the Advisory Council on Historic Preservation (ACHP) of its adverse effect determination with specified documentation, and the ACHP has chosen *not to* participate in the consultation pursuant to 36 CFR § 800.6(a)(1)(iii); and

NOW, THEREFORE, YHC, WASHTENAW COUNTY, CITY OF YPSILANTI, and the MICHIGAN SHPO agree that the undertaking shall be implemented in accordance with the following stipulations in order to take into account the effect of the undertaking on historic properties.

STIPULATIONS

YHC shall ensure that the following measures are carried out:

I. That a 36 CFR Part 61 qualified consultant is engaged to carry out the research and documentation tasks as set forth in this document;

II. The consultant shall conduct photo-documentation of the Parkridge Homes and site plan in accordance with National Register of Historic Places Photography Standards[1] prior to commencement of demolition on the site;

III. The consultant shall carry out the Mitigation Measures as outlined on pages 32-35 of the

[1] http://www.nps.gov/nr/publications/guidance/Photo_Policy_final.pdf

New Parkridge Homes Redevelopment Project Section 106 Review Application, dated December 9, 2015, including local primary documentary research in consultation with the Ypsilanti Historical Society and the African American Cultural & Heritage Museum as appropriate and included here in this document in **Appendix A**;

IV. The consultant shall produce a summary document to report out on the findings of said research and shall also develop an interpretation plan of site history with specific recommendations for the creation and installation of historical marker(s) in the new Parkridge Community Center or on its grounds;

V. The YHC shall see that the interpretation plan is implemented and historical marker(s) are installed on the New Parkridge Homes site;

VI. Copies of research findings, reports, and interpretation plan shall be placed on file with the Ypsilanti Historical Museum, the African American Cultural & Heritage Museum, the City of Ypsilanti, the Ypsilanti Housing Commission, Washtenaw County OCED, and the Michigan SHPO;

VII. DURATION

This MOA will expire if its terms are not carried out within 24 months from the date of its execution. Prior to such time, YHC may consult with the other signatories to reconsider the terms of the MOA and amend it in accordance with Stipulation VIII below.

VIII. POST-REVIEW DISCOVERIES

Pursuant to 36 CFR 800.13 regarding the processes for addressing post-review discoveries, if any unanticipated archaeological artifacts, structures, human remains or other resources are encountered or unanticipated effects on historic properties found, the YHC shall immediately stop all work in the area and shall implement the SHPO Inadvertent Finds Protocol/Procedure included as Attachment B of this MOA.

IX. MONITORING AND REPORTING

Every six months following the execution of this MOA until it expires or is terminated, YHC shall provide all parties to this MOA a summary report detailing work undertaken pursuant to its terms. Such report shall include any scheduling changes proposed, any problems encountered, and any disputes and objections received in YHC's efforts to carry out the terms of this MOA.

X. DISPUTE RESOLUTION

Should any signatory * or concurring party to this MOA object at any time to any actions proposed or the manner in which the terms of this MOA are implemented, the YHC shall consult with such party with the assistance of the OCED to resolve the objection. If YHC and OCED determine that such objection cannot be resolved, YHC will work with OCED to:

a. Forward all documentation relevant to the dispute, including the YHC/OCED's proposed resolution, to the ACHP. The ACHP shall provide YHC/OCED with its advice on the resolution of the objection within thirty (30) days of receiving adequate documentation. Prior to reaching a final decision on the dispute, YHC/OCED shall prepare a written response that takes into account any timely

advice or comments regarding the dispute from the ACHP, signatories and concurring parties, and provide them with a copy of this written response. YHC/OCED will then proceed according to its final decision.

b. If the ACHP does not provide its advice regarding the dispute within the thirty (30) day time period, YHC/OCED may make a final decision on the dispute and proceed accordingly. Prior to reaching such a final decision, YHC/OCED shall prepare a written response that takes into account any timely comments regarding the dispute from the signatories and concurring parties to the MOA, and provide them and the ACHP with a copy of such written response.

c. It is the YHC's responsibility to carry out all other actions subject to the terms of this MOA that are not the subject of the dispute remain unchanged.

XI. AMENDMENTS

This MOA may be amended when such an amendment is agreed to in writing by all signatories. The amendment will be effective on the date a copy signed by all of the signatories is filed with the ACHP.

XII. TERMINATION

If any signatory to this MOA determines that its terms will not or cannot be carried out, that party shall immediately consult with the other signatories to attempt to develop an amendment per Stipulation VIII, above. If within thirty (30) days (or another time period agreed to by all signatories) an amendment cannot be reached, any signatory may terminate the MOA upon written notification to the other signatories.

Once the MOA is terminated, and prior to work continuing on the undertaking, the YHC must either (a) execute an MOA pursuant to 36 CFR § 800.6 or (b) request, take into account, and respond to the comments of the ACHP under 36 CFR § 800.7. YHC shall notify the signatories as to the course of action it will pursue.

Execution of this MOA by the YHC and MICHIGAN SHPO and implementation of its terms evidence that YHC has taken into account the effects of this undertaking on historic properties and afforded the ACHP an opportunity to comment.**

SIGNATORIES:

YPSILANTI HOUSING COMMISSION

_____Date
Zachary Fosler, Executive Director

MICHIGAN STATE HISTORIC PRESERVATION OFFICER

_____Date
Brian Conway, Michigan SHPO

INVITED SIGNATORIES:

CITY OF YPSILANTI

_____Date
Ralph Lange, City Manager

NEW PARKRIDGE LDHA LIMITED PARTNERSHIP

_____Date
Zachary Fosler, Secretary of the General

WASHTENAW COUNTY

_____Date
Brett Lenart, Interim Director, Office of Community & Economic Development (OCED)

UNITED STATES DEPARTMENT OF HOUSING & URBAN DEVELOPMENT

_____Date
Gregory A. Byrne, Director, Office of Affordable Housing Transaction Division

Notes:

** This document assumes that the term "signatory" has been defined in the agreement to include both signatories and invited signatories.*

*** Remember that the agency must submit a copy of the executed MOA, along with the documentation specified in Section 800.11(f), to the ACHP prior to approving the undertaking in order to meet the requirements of Section 106. 36 CFR § 800.6(b)(1)(iv).*

APPENDIX A

Mitigation Measures as outlined on pages 32-35 of the *New Parkridge Homes Redevelopment Project Section 106 Review Application*, dated December 9, 2015.

The demolition of the Parkridge Homes constitutes an adverse effect on this historic site, which has been found eligible for the National Register of Historic Places primarily under Criterion A, and secondarily under Criterion B.

The following proposed mitigation measures take into account the historic significance of the site dating to the 1943-1945 related to African American history, Ypsilanti area African American history, Military housing in the Ypsilanti area during WWII, the work of architect Hilyard Robinson, Federal public housing policy and the Civil Rights movement in the mid-twentieth century, as well as the role of Federal and local public policy related to segregated housing in SE Michigan.

Acknowledgement of Primary Historic Significance/Lens of Interpretation
The primary historic significance at this site is derived from the need to provide access to fair and decent housing for war workers during World War II. Due to a policy decision made at the time, this site was designated as segregated by race and made available only to African American residents, with no option of integrated housing to allow occupancy by others of differing racial ethnic background. At the time, such choices on housing segregation were all too common in the United States, and in many cases, it was the expected and demanded norm for housing.

As these sites related to the early stages of the Civil Rights movement – or just the struggle to gain access to fair and decent housing amid an acute wartime housing crisis – exceed the standard minimum threshold of fifty years for evaluation and consideration as historic, the historic preservation community is beginning to see more sites come to light as eligible for consideration for National Register listing and documentation. Many of these sites are not architecturally outstanding, as they were executed in a utilitarian vernacular modern form often devoid of stylistic detail, and frequently are found to have been altered in later years as a means to maintain or attempt to improve their functionality.

Owners of historic sites often grapple with the interpretation of controversial or unpleasant topics. As part of this process of uncovering and understanding mid-twentieth century American history from a more chronologically removed distance, those telling the story of Civil Rights efforts or other events of social justice struggle to identify the right tone and voice within an interpretation plan colored by twenty-first century social norms. The prospect of writing the story of potentially controversial or unpleasant topics is at times daunting. There is a temptation to deny a site's significance or gloss over this history, to touch lightly on it, and then quickly move on. Such reactions have in some cases contributed to a lack of documentation, a failure to recognize and honor such contributing events relevant to the structure of our society today, and a resulting minimization of events and facts related to this topic area and era. The unearthing of such history can trigger a sense of contrition in a community that had in the past implemented policies which today are acknowledged as exclusionary, discriminatory, and against those inclusionary values now commonly held as critically important for the fair and equal treatment of all Americans to create a vibrant and strong society.

Just because the story is hard to tell doesn't make it any less historic. In contrast, this topic can be approached in a manner which gathers data factually and respectfully through site documentation,

primary/secondary resource research, and other methods, thereby placing it in context with considerate and transparent interpretation. Most critical in this process is the engagement of past and current community residents and respected organizations of the community which include or represent those whom were impacted by such events. It is therefore necessary and appropriate to document and retell these events of the past not only to honor that they did indeed occur, but also to reflect on the need to continue to advance fair public policy for all Americans in a variety of forums.

Therefore, it is indeed appropriate and recommended for the Developer to incorporate cultural and historic interpretation in both the interior of the New Parkridge Homes Community Building and possibly exterior places on the site or through written word or other media. Comprehensive written and photographic documentation should be completed with reference to original site plans (on hand at YHC) prior to the demolition of buildings to provide for thoughtful and complete documentation and interpretation.

Prior to the proposed site demolition, the Parkridge Homes and site (including landscape elements) should be fully documented according to guidelines and standards set forth by the National Register Photography Standards (revised as of May 2013) shall be followed for photo-documentation standards, and HABS/HAER/HALS methods should be consulted in developing site documentation methodology and products. [2] As stated above, data collection should proceed in the community with a methodology driven by inquiry focused on the core areas of significance for the site: local African American history, military housing in the Ypsilanti area during WWII, the work of Hilyard Robinson, Federal public housing policy over time, the Civil Rights movement in the mid-twentieth century, and the role of Federal and local public policy in both perpetuating and reducing real or de facto housing segregation by race in the Ypsilanti, Michigan area. Cultural and historic interpretation of the redeveloped Parkridge Homes should be integrated into the site through prominently displayed signage, photography, or other forms of written and visual communication. Such interpretation should provide plentiful opportunities for increased public knowledge of the site's history and role in the community.

Specific Recommendations

Given the National Register eligible status and the determination of adverse effect for the proposed undertaking at Parkridge Homes, the Developer [Ypsilanti Housing Commission (YHC) on behalf of the New Parkridge Limited Dividend Housing Association (LDHA) Limited Partnership], shall take several steps to appropriately photo-document the site and landscape according to the aforementioned Photography Standards, engage 36 CFR 61-qualified historian(s) to further research its story and role in local and national American social history, and fund efforts to provide interpretation of that story in a public forum.

Pursuant to Section 110 of the National Historic Preservation Act, the Developer shall enter into a Memorandum of Agreement (MOA) to ensure that thorough documentation takes place prior to demolition per guidelines set forth above, that historical data recovery takes place through primary/secondary resource research as well as personal interviews with past and current local

[2] Modern digital documentation standards have been set forth by National Park Service in this policy fact sheet: http://www.nps.gov/nr/publications/guidance/Photo_Policy_final.pdf, which make documentation more cost-effective than traditional film photography. The consultant should also take under advisement the evaluation and methodology for documentation set forth by Heritage Documentation Programs HABS/HAER/HALS Photography Guidelines, November 2011 and updated June 2015, with regard to information and data collection methods such as camera angles, types of exposures, and views for architectural structures and cultural landscapes: http://www.nps.gov/hdp/standards/PhotoGuidelines.pdf . Accessed 3 December 2015.

residents, and that an interpretation plan is developed in consultation with the Michigan SHPO, Washtenaw County Office of Community & Economic Development (OCED), and the City of Ypsilanti. This MOA will be carried out in consultation with the Washtenaw County-based African American Cultural and Historical Museum (AACHM), the Ypsilanti Historical Society (YHS), relevant Tribal representatives (if appropriate) and local history experts and/or key community members as identified by the research process for the purpose of recovery of historic and archeological data as appropriate from the Parkridge Homes Site. The Developer shall ensure that the data recovery and interpretation plan is consistent with Secretary of the Interior's Standards and Guidelines for Historic Preservation and for Archeological Documentation (48 FR 44742) and takes into account the recommendations of the Michigan SHPO.

The following recommendations are written as a framework for the development of the MOA. *These initial recommendations are intentionally broad and flexible at this time* as a means to provide room for customization and adaptation for the most appropriate methods/ goals/outcomes at the Parkridge Homes site. It is expected that more specific details will be developed upon further dialogue with the named consulting parties and appropriate community members. The Developer shall ensure that the documentation, data recovery, and interpretation plan describes and justifies the required steps and procedures by engaging a qualified consultant in the following listed research and planning activities. All mitigation documentation and interpretation planning pursuant of this Agreement shall be prepared by a professional in the appropriate discipline who meets the Secretary of the Interior's Professional Qualification Standards (36 CFR Part 61).

A qualified consultant shall be engaged by the Developer to develop a scope of work with the following content:

- Why the research questions are in the public interest;
- Methods for identifying sources of data on the Parkridge Homes Site; as well as methods to be used in documentation and research fieldwork , with an explanation of their relevance to the research questions;
- The methods to be used in analysis, data management, and dissemination of data, with a justification for any unusual methods, and including a schedule;
- How the recovered materials and records will be archived, consistent with direction from the Michigan SHPO and taking into account the wishes of the consulting parties;
- How the YHC OCED, SHPO, and the other named consulting parties will be kept informed of the progress of research and analysis, and how they will be afforded the opportunity to participate in the work;
- A schedule for completing the data recovery, including analysis, reporting, and disposition of materials and records; including a schedule for providing progress reports to the YHC, OCED, SHPO, and the other named consulting parties;
- A schedule for completing a final report and recommendations in alignment with the Michigan SHPO's preferred Report Format Standards, including drafts for submission if warranted; and
- The desired format and scope of the plan for public interpretation and installation of the data recovery results, subject to revision and based on public input.

The selected consultant shall coordinate and oversee site documentation, and engage in local history research and discovery to determine the most appropriate research questions to be addressed, including but not limited to the questions about:

- Ypsilanti area African American history

- Military housing in the Ypsilanti area during WWII
- Architect Hilyard Robinson
- The role of Federal and local public policy related to segregated housing in SE Michigan

The selected consultant shall conduct said research and integrate data findings, in coordination with consulting parties and community members, to develop a site interpretation plan which will tell the story of the Parkridge Homes site. The desired product format and scope of the plan for documentation proceeds, public interpretation and installation of the data recovery results will be predicated on findings from the discovery process as well as community and consulting party input.

APPENDIX B

Inadvertent Discoveries: Archaeological Deposits

If unanticipated archaeological artifacts, structural remains or other features are encountered, the Ypsilanti Housing Commission (YHC) will stop ground-disturbing work in the area of the find, and will notify the Michigan State Historic Preservation Office (SHPO), Washtenaw County Office of Community & Economic Development (OCED) and the State Archaeologist of the discovery. Upon consultation with the SHPO, OCED, and the State Archaeologist, the YHC will retain a professional archaeologist who meets federal qualifications (36 CFR Part 61; 48 Fed. Reg. 44716 (1983) to examine the discovery. The archaeological consultant will make recommendations to the SHPO, OCED, and the State Archaeologist regarding further action.

If the consulting archaeologist recommends resuming project construction work and the SHPO, OCED, and the State Archaeologist agree, then construction may proceed. If the archaeological consultant recommends that further investigation is necessary, then the SHPO, OCED, and the State Archaeologist will collaborate with the archaeological consultant to determine steps to be taken to evaluate the discovery and determine whether the archaeological deposits encountered are eligible for the National Register of Historic Places (NRHP). If the archaeological consultant recommends that the archaeological remains are not eligible, and the SHPO, OCED, and the State Archaeologist agree, construction work for the project may proceed. If the archaeological consultant recommends that the archaeological remains are eligible, and the SHPO, OCED, and the State Archaeologist agree, the SHPO, OCED, and the archaeological consultant, in collaboration with the State Archaeologist, will develop a data recovery plan to mitigate the effect of the project on the archaeological deposits.

The YHC will work with OCED to ensure that the data recovery plan is executed. When the archaeological consultant believes that the fieldwork effort has successfully carried out the mitigation plan, he/she will consult with the YHC, SHPO, OCED, and the State Archaeologist. If the YHC, SHPO, OCED, and the State Archaeologist agree that the mitigation plan has been successfully completed, construction will be allowed to resume.

Once fieldwork is complete, the archaeological consultant will prepare a report that describes the data recovery methodology, the results of the fieldwork, and the analysis of the data recovered. A draft report will be prepared on a schedule agreed upon by the YHC, SHPO, OCED, and the State Archaeologist. The YHC, SHPO, OCED, and the State Archaeologist will review the draft and provide comments. Once the archaeological consultant has received comments, a final report will be completed on a schedule agreed upon by the YHC, SHPO, OCED, the State Archaeologist and the archaeological consultant. At a minimum, the archaeological consultant will provide a copy of the final report to the YHC, SHPO, OCED, and to the State Archaeologist.

In consultation with the State Archaeologist, the YHC, SHPO and OCED will arrange for curation of all archaeological materials recovered, and all records created during the fieldwork.

Inadvertent Discoveries: Human Remains

In Michigan, the treatment of inadvertent discoveries of human remains is guided by Attorney General's Opinion 6585, dated June 7th, 1989.

If human remains are encountered during construction activities, the YHC shall immediately stop work and cordon off and protect the area. The YHC shall then immediately notify the police, the SHPO, OCED, and the State Archaeologist (OAG, 1989, No. 6585 (June 7, 1989)). The police and the State Archaeologist will, in consultation with the SHPO, YHC, and OCED, determine the appropriate steps to be taken.

If human remains are to be disinterred, disinterment must occur either under the authority of the police, or through a permit to disinter issued by the county medical examiner, or through a court order. It is recommended that disinterment be conducted by an archaeologist experienced in disinterring human remains. Disinterred human remains must also be examined by a physical anthropologist. The YHC and OCED will ask the physical anthropologist to create an inventory of the skeletal elements, and – to the extent possible - determine the number of individuals represented, the age, sex and ethnicity of the individuals, as well as estimate the stature of individuals, record pathologies and any other pertinent information. No invasive or destructive analysis will be undertaken.

If the physical anthropologist, in consultation with the State Archaeologist, can reasonably determine that it is likely that the remains are Native American, the YHC and OCED shall – in consultation with the State Archaeologist and the SHPO – notify the appropriate tribal groups. Disposition of disinterred human remains determined to be Native American, and any associated funerary objects, shall be determined pursuant to applicable state and federal law through consultation between the tribes, the YHC, SHPO, OCED, and the State Archaeologist. Disposition of human remains that are determined to not be Native American shall be determined by the YHC, SHPO, and OCED in consultation with the State Archaeologist and the SHPO.

Appendix B

Provision for Funding of Mitigation Activities

The New Parkridge Limited Dividend Housing Association, as the owner of the New Parkridge project, will be responsible, along with the Ypsilanti Housing Commission ("YHC") for meeting the requirements of the Memorandum of Agreement with the Michigan SHPO, HUD, the City of Ypsilanti, and the Washtenaw County Office of Economic Development.

The YHC has estimated that the cost of the necessary research, documentation and installation may cost approximately $20,000, based upon consultant bids received to date. The YHC is applying for a Heritage Grant to cover these costs. With funding from the W.K. Kellogg Foundation, the Michigan Humanities Council's heritage Grants Program supports projects that explore local histories of race, ethnicity and cultural identity in Michigan. This grant application is due March 21, 2016 and awards are to be announced in early June 2016. If this application is unsuccessful, there are soft cost contingency and miscellaneous item budget lines that may be utilized for this purpose. And lastly, the YHC will be earning a developer fee that can be utilized to pay for this work if necessary.

City of Ypsilanti

Community and Economic Development

January 2016

2015 Annual Report
Historic District Commission
Ypsilanti, Michigan

INTRODUCTION

The Historic District Commission of the City of Ypsilanti is governed by the Michigan Local Historic Districts Act, State of Michigan Public Act 169 of 1970, and by Chapter 54 of the City of Ypsilanti Code of Ordinances.

MEMBERSHIP

Anne Stevenson, Chair
Hank Prebys, Vice-Chair
Ronald Rupert
Michael Condon
Alex Pettit
Erika Lindsay
Jane Schmiedeke

COMMISSION AND STAFF

Throughout 2015, the Historic District Commission (HDC) continued meeting on the second and fourth Tuesday of each month at 7:00 p.m. in the City Council Chambers.

The HDC was staffed by interns Abigail Jaske, through July, and Haley McAlpine, beginning in November, and by Assistant Planner Cynthia Kochanek, during the gap. In the HDC Assistant role, they worked 15-20 hours per week performing various administrative tasks to enable the Commission to fulfill its responsibilities under the historic district ordinance. Staff responsibilities included reviewing Historic District Work Permit Applications prior to meetings; corresponding with applicants; preparing meeting agendas, Commission packets, and minutes; property monitoring; and preparing reports as needed.

The Commission continued to provide prompt review of applications. In November, the application deadline was changed to 4pm on the Tuesday of the week prior to the meeting, from noon on the Wednesday before the meeting, to allow for more time for staff review. The applications are then collected from the Building Department and reviewed by staff for completeness. Incomplete applications are addressed through written or phone correspondence to the applicant, requesting that additional information be provided prior to the meeting; if that information is not provided, the application is returned to the applicant. In the fall of 2015, the HDC Assistant began writing “Staff Reviews” after reading each application. These reviews were designed to offer suggested questions for Commissioners and to provide the Commission with information not included in the packet, such as staff correspondence with the applicant. These staff reviews were included in the meeting packets. Packets are then posted on the City of Ypsilanti’s website and emailed to the Commission by the Friday before each meeting.

The HDC Assistant attends each Commission meeting. After the meeting, the HDC Assistant writes all decision letters and a draft of the official minutes. The draft is then forwarded to the HDC Chair for review. The turnaround time for this process, from application submittal to mailing of decision letters, generally takes about ten days; however, the approvals are provided to the building department the next day to expedite the work.

Potential applicants are encouraged to bring projects to the Commission as study items before formal submission of a Work Permit Application. This allows the Commission to provide feedback to property owners at a conceptual stage, clarifying expectations and allowing for a more predictable final review.

Initiatives

Educational Material Updates

Fact sheets underwent a style update to match the City's current branding and content was edited for length and to reflect current policy. These factsheets will be on the City's new website when it launches in the first quarter of 2016.

New Owner Outreach

"New Owner" mailings had been occurring once or twice a year through 2014. In 2015, that was changed to quarterly: March, June, September, and December.

Grants

The HDC submitted a letter of support for the City to apply to the State Historic Preservation Office for grant funding for educational workshops and materials.

Redevelopment Ready Certification

The City was certified as a "Redevelopment Ready Community" in 2015 by the Michigan Economic Development Corporation. This certification reflects the City's efforts to ensure that its development processes, including zoning, planning, building and historic district approvals, are transparent, consistent, and fair.

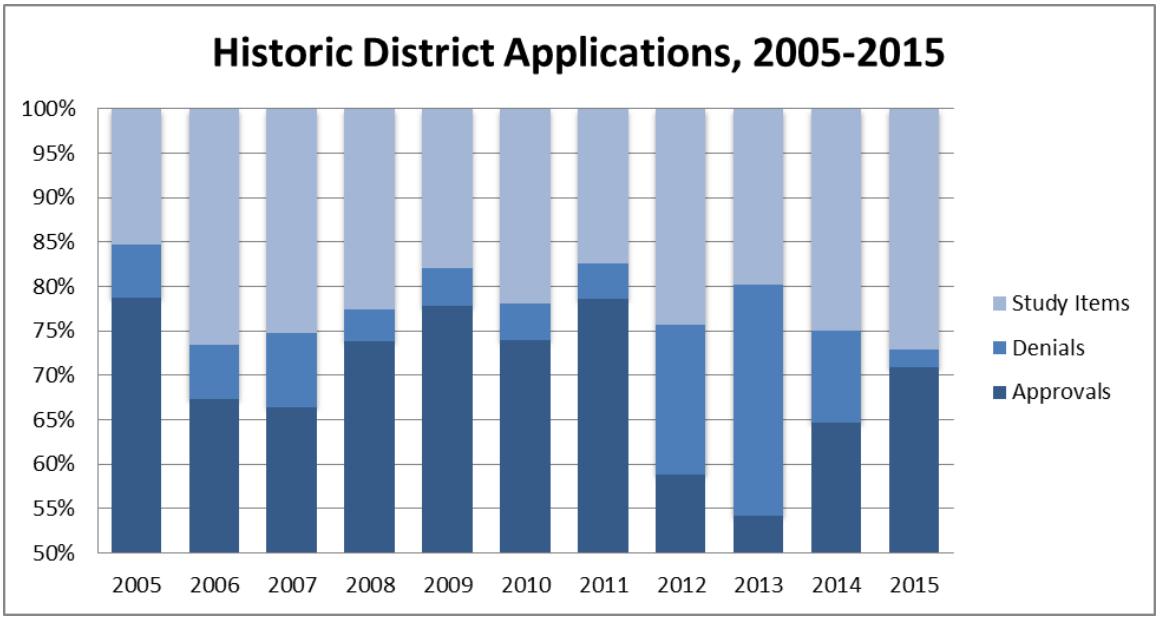
APPLICATIONS

The number of applications received this year was the highest since 2007. The number of Study Items is also the highest it has been since 2007. The lower amounts of applications in recent years reflect the impact of economic issues. The ambitious scope of many of the approved projects reflects the commitment of residents and businesses to the improvement of the local community. The number of applications and actions taken is shown in the table below.

Historic District Commission Actions, 2010-2015

	2010	2011	2012	2013	2014	2015
Approved as submitted	71	51	44	62	54	79
Approved with modifications	7	15	10	6	25	15
Approved administratively	13	11	9	9	9	11
Amended approvals	2	5	2	2	3	1
Denied: lack of information	2	1	2	0	0	3
Denied: inappropriate	2	3	3	5	5	0
Total Action Items	**102**	**87**	**70**	**89**	**96**	**111**
Study Items	27	17	26	28	34	40

To illustrate the number of projects within the Historic District this year as compared to the past ten years, the chart on the following page depicts HDC Work Permit application activity from 2005 through 2015.



Major Projects

The Historic District continued to benefit from investment over the past year. Some of the significant projects are summarized here:

- 47 N. Huron – The HDC approved the installation of solar panels at the Corner Health building in January.
- Thompson Block- In spring of 2015, work finally began on the Thompson Block that was approved by the HDC in 2014. The approved work included painting, window installation, parking lot installation, store fronts, lighting, and an addition for stairs and elevator, as well as rooftop decks. A workplace tragedy happened in May, and the project has made slow progress since that time.
- Starkweather Homestead- All of the double hung windows on the first floor have been replaced with metal clad wood sash packs and the first floor apartment has been completely restored and leased.
- 229 W. Michigan- The HDC approved the installation of solar panels at the Ypsilanti District Library building.
- Towner House (303 N Huron)- After being reviewed as a Study Item and returning as an Action Item, a new sign was approved for installation at the Towner House by the HDC.
- Ypsilanti Farmers Market (9 S Adams/16 S Washington)- Growing Hope attended HDC meetings throughout the year to discuss work plans for the property. They plan to relocate the Ypsilanti Farmers Market to this address, and they needed new doors and entrance ramps to accommodate vendors.

Demolitions

In January of 2015, the HDC approved the demolition of an accessory structure (a shed) at 418 Maple St. The HDC agreed that the shed was of no historical significance, and the shed was deemed a safety hazard by the City of Ypsilanti. The shed was ultimately demolished in the spring of 2015.

Demolition of the structures at 220 N Park (formerly the Boys and Girls Club) was approved in 2015. This approval called for the demolition of all structures on the lot, including the administrative offices, the main gym, and two dugouts. Demolition is expected to be completed in spring of 2016.

Appeals
There were no appeals filed in 2015.

Looking Forward—Things to Expect in the Year to Come

The HDC has many plans for the upcoming year. This includes a training session staffed by the Michigan Historic Preservation Network on January 19th at the Ypsilanti Historical Society Archives. The HDC is also planning to host 3-4 seasonally timed workshops designed to educate citizens on a variety of topics concerned with owning and maintaining historic properties.

Plans for 2016 also include a joint initiative with Washtenaw County to create an outreach program designed to further educate Realtors in the surrounding area about the benefits and responsibilities that come with owning a property in a historic district.

Staff is also preparing an inclusive informational binder for Commissioners, similar to those provided to the Planning Commission and Zoning Board of Appeals, that would include previous historic district studies, current state and local legislation, rules and regulations, by-laws, and other documents important to the HDC.

In 2016, Staff will be making necessary updates and revisions to current HDC Fact Sheets, as well as producing new Fact Sheets to better inform the public of the HDC's design guidelines.

SUMMARY

Although of varied scope and scale, the projects completed throughout 2015 are excellent examples of the continued preservation efforts of property owners within the Ypsilanti Historic District. Commendation by the City is due to these owners for their substantial contribution to the community as they continue to support the efforts of the HDC to beautify the district and preserve the heritage of Ypsilanti's built environment.

This report adopted at the January 26, 2016 regular meeting of the Historic District Commission and respectfully submitted to the Ypsilanti City Council.

/s/ 1/26/2016

Anne Stevenson, Chair — Date
Historic District Commission

/s/ 1/26/2016

Haley McAlpine, Historic District Assistant — Date
Community & Economic Development Department

Resolution No. 2016-033
February 16, 2016

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

That the City Council Meeting be adjourned, on call, by the Mayor or two (2) members of Council.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE: