



**AMENDED  
2008-2009  
&  
AMENDED  
2009-2010**

# **Resource Allocation Plan**

City Hall Offices  
One South Huron Street  
Ypsilanti, Michigan 48197

---

# Table of Contents

Budget Message and Council Goals.....	1
Tax Information .....	2
Summary Information.....	3
General Fund Revenues.....	4
General Fund Expenditures .....	5
Major and Local Street Fund.....	6
Garbage and Rubbish Collection Fund .....	7
<b>Other Funds</b> (CDBG Grant; Drug Forfeiture, Depot Town DDA, Brownfield Redevelopment, Land Revolving, Downtown DDA, EDC, 2004A DDA Const, Sidewalk Improvement, Workers Comp, Fire/Police Pension Fund) .....	8
<b>Capital Improvements</b> .....	9
<b>Debt Service-General Obligation Bonds</b> (2001 General Obligation Bonds (300), 2002 General Obligation Capital Improvement Bonds (316), 2003 General Obligation bonds (341), 2006 General Obligation LTD Capital Improvement bonds (477) .....	10
<b>Debt Service-Water &amp; Sewer Bonds</b> 2002 B Water/Sewer Bonds (364), 2001 Water and Sewer Bonds (365), 2002 A Water and Sewer bonds (366), 2002 C Water Supply and Sewage Disposal revenue Bonds (367), 2003 A Water Supply and Sewage bonds (368), 2003 C Water Supply and Sewage Construction Bonds (469), 2003 B Water and Sewer Revenue Construction bonds (470), 2003 C Water Supply and Sewage DWRF (471), 2004 A Water and Sewer Bonds (472), 2004B Water Supply and Sewer Bonds (474), 2006 Water and Sewer Refunding Bonds (478), 2007 Water and Sewer Revenue Bonds DWRF (479) , 2008 W & S Disposal Revene DWRF (480).....	11
<b>Motorpool Fund</b> .....	12
<b>Retiree Health Care Fund</b> .....	13

---

# Department Listing

City Council .....	5-1
Fiscal Services - Accounting .....	5-4
Fiscal Services - Assessing .....	5-8
Fiscal Services -Treasurer.....	5-11
Fiscal Services - Debt/Transfer and Cont.....	5-15
Administrative Services - City Manager.....	5-16
Administrative Services - Human Resources .	5-20
Admin Services - Bldg/Ord Enforcement.....	5-24
Admin Services—Plan and Development .....	5-28
Recreation—Parkridge.....	5-32
Recreation—Swimming Pool.....	5-36
Recreation—Senior Center.....	5-37
Properties for Sale.....	5-38
Public Services - Building Maintenance.....	5-39
Public Services - Administration .....	5-42
Public Services - Works Special Events.....	5-46
Public Services - Parking Lots.....	5-49
Public Services - Parks.....	5-52
Police Services .....	5-55
Fire Services .....	5-60
Citizen Services - City Clerk/Elections.....	5-64
Citizen Services - Bonds, Insurance, Comp.....	5-68
Legal Services - City Attorney.....	5-69

---

**BUDGET MESSAGE**  
**COUNCIL GOALS**  
**BUDGET PROCESS**  
**BUDGET**  
**RESOLUTIONS**



May 1, 2009

Mayor Schreiber and City Council Members:

Pursuant to Section 5.02, Chapter 5, of the Ypsilanti City Charter, I am presenting the City's amended Biennial Financial Plan for the 2009-2010 Fiscal Year.

The proposed FY 2009-2010 budget is the second year of the biennial budget adopted by City Council last year. The current fiscal year's budget reductions were expected to bring to an end the personnel reductions that began in 2003.

The proposed budget reflects the most significant financial challenge the City has faced since the announcement of the Visteon Plant closing. Declining taxable value projections in the next, and succeeding fiscal years, will require the City to continue to reduce expenses. Last year at this time, City Council adopted a two-year balanced budget that included a projected decrease in the taxable value and also set aside funds to pay for the Water Street Project bond debt payments that begin in 2009-10. However, those projections, did not anticipate the substantial decline in taxable values that has taken place, and is anticipated to continue, for at least the next several years.

A historical perspective of the magnitude of the taxable value loss may be helpful. When the Visteon plant closed, it equaled a 6% reduction in our taxable value. The proposed FY 09-10 budget is based upon a 7.99% taxable value reduction, the equivalent of the plant closing and more. We also anticipate taxable value declines of 8% and 10% in the two succeeding fiscal years.

The proposed budget reflects my strategy to respond to both the short and long term consequences of the taxable value loss. First, the severity of the current revenue loss requires that we must reduce expenses in the 2009-10 budget, which I have accomplished. Next, I am proposing that during the 2009-10 year, staff begin meeting regularly with Council to present budget reduction options for your consideration, evaluation and eventual adoption in future budget years. Information consisting of core departmental staff and service levels, impacts upon operations and collateral effects, could provide a starting point for discussion and further analysis. I am also recommending a continuing examination of all potential non-property tax revenue sources to ensure we are collecting revenue for services provided and the appropriate amount for that service.

The proposed budget does not contain any wage increases for non-union employees, continues employee cost sharing for health benefits and does not eliminate any positions. We are, however, currently in negotiations with union employees. Departmental staffing levels are down by 2.6%. The budget also contains funding changes for specific areas. Last fiscal year, a Parks maintenance position was eliminated and concern was expressed

about the City’s ability to regularly cut the grass in city parks. Funding for parks maintenance has been increased in the proposed budget to address this concern. The proposed budget also includes the purchase for software for the Finance Department. Contributions to the City’s self-insured worker compensation have also been reduced.

### Proposed Fiscal Year 2009-2010 Budget Reduction Strategies

I am proposing to balance next year’s budget by reducing only non-personnel expenses. My reasons for this recommendation are related to several issues: First, the time necessary to make informed decisions, and to examine the universe of potential options. Cutting non-personnel items allows City Council time to evaluate and discuss potential sustainability plans during the course of the next fiscal year. The amount of reductions potentially needed to balance future budgets is significant. Implementing non-personnel cuts will also provide time for the public to react to the proposals. Second, the April 7, 2009, budget presentation was intended to make Council, and the public, aware of our financial challenges. Changes to the proposed reductions reflect feedback I received during the budget presentation. Last, a potentially positive, but uncertain factor at this time is the pending COPS grant application. A successful grant application will result in an anticipated \$350,000 in revenue for the next three fiscal years and this potentially alters our financial situation, but the status of the grant award will be unknown until September 2009, at the earliest.

The proposed reductions for FY 2009-10 are:

Eliminate installation of fire protection system at DPS garage	\$150,000
Fund AATA at 2009-2010 target budget	\$ 90,465
Reduce contribution to OPEB - MERS	\$ 78,295
 Savings	 \$318,760

These reductions, combined with adjustments to anticipated taxes and state shared revenue, eliminate the projected deficit. We cannot depend on receiving the COPS grant and the proposed budget does not include it. Should we receive it, the additional funding may be used to decide how future reductions may be avoided.

The cost reduction associated with AATA is the difference between the original adopted budget and the cost of service increase anticipated by staff. Adopting the proposed budget at this amount, allows the City time to negotiate price and service levels with AATA before the current contract expires in October 2009.

Reduction of the Other Post Employment Benefit contribution (OPEB) means the City will contribute less towards the long term obligation of funding non Police and Fire retiree benefits. Annually, the City contributes an amount to comply with the Governmental Accounting Board Standards (GASB). I am proposing to fund OPEB at a reduced rate, use a portion to balance the 2009-2010 budget, and use the remainder to address future deficits.

Elimination of the fire protection system for the Department of Public Services garage defers the installation of this equipment until sometime in the future. This is a general fund expense included in the Public Building Maintenance Contractual Services Budget.

### Proposed Initiatives

Water Street Project - Currently, there are three developers negotiating to purchase property in the project area. Sales would mean new development and money to pay debt and infrastructure costs. The proposed budget contains an appropriation for legal, engineering and real estate expenses and the Water Street Debt retirement fund, consistent with City Council's resolution. The proposed budget will continue to track general fund expenses eligible for reimbursement from water street tax increment funds such as maintenance, attorney fees, consultant and any other costs associated with this project. Demolition, environmental remediation and infrastructure installation costs are expected to be paid for with grants funds or proceeds from the sale of property. The first debt retirement payment is included in the proposed budget.

Cross Street Corridor - Cross Street, from Prospect to Wallace, comprises four major projects that currently have no source of funding. Reconstruction of East Cross from Prospect to River; West Cross from Washtenaw to Wallace; reconstruction of the Cross Street Bridge and the Cross Street streetscape. The proposed budget contains a transfer of General Fund fund balance to pay the cost of design and construction engineering for three of these projects, as well as the 20% local match for all of the projects. The budget also includes design costs for S. Grove from Tyler to the City limits, if stimulus funds become available.

Freight House Restoration - Grant Awards from the Ann Arbor Community Foundation and the Michigan Department of Transportation provided funds to repair and potentially re-open this City asset. Neither grant will pay for professional project management. The proposed budget contains a transfer of General Fund fund balance to pay this cost.

City Hall - Vacant offices and departments located on multiple floors at City Hall suggest that there could be a cost savings by relocating City Hall. A smaller building, less maintenance costs, lower utility costs, and the ability to have all staff located on one floor, could translate into reduced expenses and better service. In addition, the potential sale of the existing building could generate revenue and place the building on the tax roll. I propose beginning a conversation about exploring this concept and propose transfer of funds from the General Fund fund balance to contract with a firm to evaluate options.

Public Services Department - This department is second only to the Police Department in the number of employees. The Department of Public Services comprises several sources and has been relatively immune to reductions in revenue until recently. Taxable value loss and lower gas and weight taxes have reduced revenues and make it difficult to provide services associated with this department. The department has also experienced a significant loss of institutional knowledge due to retirements. The proposed budget contains a transfer from General Fund fund balance to pay for an operational analysis.

Downtown Parking Lots - Agreements with Washtenaw County for technology services, Pittsfield Township for Building inspection services and the Depot Town CDC for park

maintenance have resulted in significant cost savings for the City. I propose initiating discussions with the Downtown Development Authority to assume responsibility for the operation and maintenance of the three downtown parking lots to possibly incur similar cost savings.

### FINANCIAL HIGHLIGHTS

Total Budget Revenues and Expenses: The General Fund will include \$14,963,923 in revenues and \$14,932,332 in expenses.

Tax Base: The City's tax base declined by 7.99%; from \$402,643,702 to \$370,475,911 for a decrease of \$32,167,791. The annual inflationary rate established by the State of Michigan through Proposal A for all residential property was 4.4%, up 2.1% from 2.3% last year.

Tax Rate: The total tax rate for FY 09-10 is proposed to increase to 30.8592 mills. The distribution of the tax rate is different than that in FY 08-09 as indicated below:

**TAX MILLAGE LEVY  
CITY OF YPSILANTI, MICHIGAN**

	FUNDS	2008- 2009	2009- 2010	INCREASE (DECREASE)
GENERAL OPERATING	101	19.0211	19.0211	0.0000
POLICE & FIRE PENSION	101	5.0821	5.1481	0.0660
TOTAL GENERAL FUND		<u>24.1032</u>	<u>24.1692</u>	<u>0.0660</u>
SANITATION	226	2.7814	2.7814	0.0000
STREET IMPROVEMENT 2001 BONDS	300	1.8440	1.9097	0.0657
STREET IMPROVEMENT 2003 BONDS	341	1.8730	1.9989	0.1259
TOTAL MILLAGE LEVIED		<u>30.6016</u>	<u>30.8592</u>	<u>0.2576</u>

The General Fund millage will remain at 19.0211 mills, the Sanitation millage will also remain the same at 2.7814 and the Street Improvement 2001 and 2003 bond millages will increase from 1.8440 to 1.9097 and from 1.8730 to 1.9989 respectively. The Debt millage increase is the result of a decline in taxable value and an increase in the annual debt payment over last fiscal year.

The Police and Fire Pension millage will increase from 5.0821 to 5.1481 to fund current healthcare costs for retirees and actuarially determined pension costs.

General Fund Revenues: The total General Fund revenues are estimated at \$14,963,923, which is a 5.64% decrease over the 2008-2009 amended budgets. Property taxes are estimated to decrease by 6.88% compared to 2008-2009, State Shared Revenues are estimated to decrease by 2.91% and all other revenues will decrease by 15.82%. The decrease in property tax revenues is due the Michigan tax tribunal settlement of the ACH appeal in 2008-2009 and continued poor market conditions.

General Fund Expenses: Expenses are budgeted at \$14,932,332, which is 8.44% more than the amended 2008-2009 budget. The following table of eight general fund categories, which is listed below, shows increases and decreases by category. Two of the eight categories decreased, primarily because of employee and fringe benefit reduction. Fiscal services increased due to increase in Water Street debt payment, increase of fund transfers to Capital Improvement Fund for the purchase of financial software, servers and computer contractual support services with Washtenaw County and fund transfer to Major Street Fund. Public Services increased due to increase in utilities and Special Events. Police services increased due to wage step increases, equipment rental, and purchase of police capital equipment. Funding the purchase of police capital equipment is from the Justice Assistance Grant. Citizen Services Professional liability insurance increased due to claims in Errors and Omissions. Legal services increased due to anticipated higher personnel ligation costs.

Vacation and Sick Liability costs are anticipated to be slightly higher by factoring the rate of inflation. The proposed budget includes the sale of property that will be carried over from the 2008-2009 fiscal year.

	ACTUAL 2007/2008	ADOPTED 2008/2009	AMENDED 2008/2009	ORIGINAL 2009/2010	REQUEST 2009/2010
<b>City Council (101)</b>	\$ 107,027	\$ 108,790	\$ 110,554	\$ 110,595	\$ 111,754
<b>% OF TOTAL EXPENDITURES</b>	1%	1%	1%	1%	1%
<b>FISCAL SERVICES</b>					
Finance - Accounting (201)	\$ 263,314	\$ 272,734	\$ 275,673	\$ 278,834	\$ 276,908
Finance - Assessor (209)	\$ 80,368	\$ 83,188	\$ 82,297	\$ 86,108	\$ 82,605
Finance - Treasurer (253)	\$ 297,799	\$ 199,443	\$ 193,777	\$ 198,656	\$ 197,714
Transfers & Contributions (967)					
To Local Streets Fund (203)	\$ 2,424	\$ -	\$ -	\$ -	\$ -
To Capital Improvement Fund (414)	\$ 292,514	\$ 342,572	\$ 336,340	\$ 301,825	\$ 448,905
To CBBG Fund (252)-For Water Street costs	\$ 50,000	\$ 50,000	\$ 150,000	\$ 50,000	\$ 125,000
To Retirees Health Care Fund (736)-General Retirees	\$ 463,600	\$ 610,640	\$ 531,710	\$ 644,736	\$ 472,605
To Land Revolving Fund (412)-Bitmore payment	\$ 52,500	\$ 52,500	\$ 52,500	\$ 52,500	\$ 52,500
To Major Streets Fund (202)	\$ 4,439	\$ -	\$ -	\$ -	\$ 804,144
To Debt Administration - Water Street project (477)	\$ 250,000	\$ 300,000	\$ 300,000	\$ 304,135	\$ 534,382
Ypsilanti District Library	\$ 11,622	\$ 11,622	\$ 11,622	\$ 11,622	\$ 11,622
Ann Arbor Transit Authority	\$ 126,425	\$ 274,000	\$ 226,756	\$ 158,967	\$ 158,967
Ann Arbor Spark	\$ 8,500	\$ 8,500	\$ 8,500	\$ 8,500	\$ 8,500
<b>SUBTOTAL</b>	\$ 1,903,505	\$ 2,205,199	\$ 2,169,175	\$ 2,095,883	\$ 3,173,852
<b>% OF TOTAL EXPENDITURES</b>	14%	16%	16%	15%	21%
<b>ADMINISTRATIVE SERVICES</b>					
City Manager (172)	\$ 224,470	\$ 204,911	\$ 209,738	\$ 210,018	\$ 209,628
Community Services (173)	\$ 542	\$ 1,060	\$ 710	\$ 1,092	\$ 761
Human Resources (226)	\$ 210,286	\$ 153,486	\$ 157,992	\$ 158,353	\$ 171,501
Ordinance Enforcement (341)	\$ 141,178	\$ 138,574	\$ 133,608	\$ 142,200	\$ 85,500
Building Inspection (371)	\$ 374,154	\$ 426,080	\$ 354,212	\$ 444,566	\$ 362,186
Planning & Development (801)	\$ 280,104	\$ 179,341	\$ 177,471	\$ 183,927	\$ 182,327
Non Motorized Plan Grant (805)	\$ -	\$ -	\$ 4,571	\$ -	\$ 3,429
Cost of Property Sales (269-278)	\$ 8,698	\$ 5,500	\$ 8,013	\$ -	\$ 2,900
Beyer Memorial Grant - Senior Center (694)	\$ 2,609	\$ -	\$ 2,150	\$ -	\$ -
Parkridge Community Center (696)	\$ 56,909	\$ 124,718	\$ 95,870	\$ 157,075	\$ 116,870
Swimming Pool (697)	\$ 75,827	\$ 75,970	\$ 75,970	\$ 75,970	\$ 75,970
Senior Center - 2006 Calendar & Beyond (707)	\$ 41,849	\$ 49,914	\$ 49,914	\$ 51,411	\$ 51,411
Senior Center - Ann Arbor Community Foundation Grant (695)	\$ -	\$ -	\$ 5,000	\$ -	\$ -
Freighthouse Café (725)	\$ 278	\$ -	\$ -	\$ -	\$ -
<b>SUBTOTAL</b>	\$ 1,416,904	\$ 1,359,554	\$ 1,275,219	\$ 1,424,612	\$ 1,262,483
<b>% OF TOTAL EXPENDITURES</b>	10%	10%	9%	10%	8%
<b>PUBLIC SERVICES</b>					
Public Building Maintenance (265)	\$ 316,381	\$ 399,651	\$ 364,645	\$ 412,897	\$ 359,856
Administration (441)	\$ 100,900	\$ 26,651	\$ 23,203	\$ 27,451	\$ 21,854
Special Events (442)	\$ 62,515	\$ 86,143	\$ 77,848	\$ 88,623	\$ 79,010
Parking Lots (444)	\$ 84,937	\$ 75,431	\$ 81,711	\$ 77,693	\$ 82,027
Streetlighting (450)	\$ 433,693	\$ 447,558	\$ 447,558	\$ 460,985	\$ 460,985
Parks (717)	\$ 150,105	\$ 85,161	\$ 89,266	\$ 87,716	\$ 93,669
<b>SUBTOTAL</b>	\$ 1,148,531	\$ 1,120,595	\$ 1,084,231	\$ 1,155,365	\$ 1,097,401
<b>% OF TOTAL EXPENDITURES</b>	8%	8%	8%	8%	7%
<b>POLICE SERVICES</b>					
Administration (305)	\$ 261,897	\$ 307,292	\$ 304,198	\$ 318,521	\$ 307,944
Field Services (307)	\$ 4,551,994	\$ 4,513,082	\$ 4,303,752	\$ 4,669,912	\$ 4,452,692
Parking Enforcement (311)	\$ 100,829	\$ 106,595	\$ 102,667	\$ 110,229	\$ 105,255
LAWNET Grant (312)	\$ 20,439	\$ 29,615	\$ 29,667	\$ 30,506	\$ 28,529
LAWNET Grant (316)	\$ 72,787	\$ 86,176	\$ 86,112	\$ 89,306	\$ 83,585
School Liaison Contract (317)	\$ 104,414	\$ 111,174	\$ 113,266	\$ 114,011	\$ 109,411
Bullet Proof Vest (325)	\$ 2,944	\$ 2,000	\$ -	\$ 2,000	\$ 2,000
Justice Assistance Grant (328)	\$ 24,971	\$ -	\$ -	\$ -	\$ 145,166
<b>SUBTOTAL</b>	\$ 5,140,275	\$ 5,155,934	\$ 4,939,662	\$ 5,334,485	\$ 5,234,582
<b>% OF TOTAL EXPENDITURES</b>	37%	37%	36%	37%	35%
<b>FIRE SERVICES</b>					
Administration (337)	\$ 191,777	\$ 215,278	\$ 205,584	\$ 221,847	\$ 206,719
Suppression (339)	\$ 2,709,814	\$ 2,497,239	\$ 2,614,699	\$ 2,563,688	\$ 2,554,857
Homeland Security Grant (343)	\$ -	\$ -	\$ 100,000	\$ -	\$ -
<b>SUBTOTAL</b>	\$ 2,901,591	\$ 2,712,517	\$ 2,920,283	\$ 2,785,535	\$ 2,761,576
<b>% OF TOTAL EXPENDITURES</b>	21%	19%	21%	20%	18%
<b>CITIZEN SERVICES</b>					
Voters Registration (191)	\$ 47,200	\$ 56,920	\$ 56,575	\$ 47,127	\$ 49,790
School Election (192)	\$ 13,976	\$ 13,544	\$ 13,544	\$ 13,544	\$ 12,864
County Election (193)	\$ 10,791	\$ 62,278	\$ 34,800	\$ 12,537	\$ 12,537
City Clerk (215)	\$ 152,674	\$ 172,363	\$ 162,233	\$ 173,951	\$ 159,865
Bonds, Insurance, Workers Comp (851)	\$ 698,092	\$ 708,252	\$ 622,281	\$ 781,724	\$ 658,488
<b>SUBTOTAL</b>	\$ 922,733	\$ 1,013,357	\$ 889,433	\$ 1,028,883	\$ 893,544
<b>% OF TOTAL EXPENDITURES</b>	7%	7%	6%	7%	6%
<b>LEGAL SERVICES</b>					
General (210)	\$ 52,140	\$ 52,140	\$ 52,140	\$ 52,000	\$ 52,140
Ordinance Prosecution (211)	\$ 105,000	\$ 105,000	\$ 105,000	\$ 105,000	\$ 105,000
Litigation/Appeal (212)	\$ 96,636	\$ 190,000	\$ 190,000	\$ 100,000	\$ 190,000
Personnel Litigation (213)	\$ 45,935	\$ 50,000	\$ 35,000	\$ 50,000	\$ 50,000
<b>SUBTOTAL</b>	\$ 299,711	\$ 397,140	\$ 382,140	\$ 307,000	\$ 397,140
<b>% OF TOTAL EXPENDITURES</b>	2%	3%	3%	2%	3%
<b>TOTAL GENERAL FUND EXPENDITURES</b>	\$ 13,840,277	\$ 14,073,086	\$ 13,770,697	\$ 14,242,358	\$ 14,932,332
<b>% TOTAL</b>	100%	100%	100%	100%	100%
<b>EXCESS OF REVENUE OVER EXPENDITURE</b>	\$ 1,085,180	\$ 128,070	\$ 1,569,483	\$ 49,243	\$ 31,591

## OTHER FUNDS

### **Major Street (202)**

Revenues are expected to equal expenses by using \$507,199 of fund balance. The fund balance in this fund is the sole source of matching funds for Federal Aid projects, which will pass through the Michigan Department of Transportation. Major Streets currently being scheduled for improvement during 2009-2010 are S. Mansfield, N. Mansfield, LeForge Bridge, Factory Street Bridge, Middle Mansfield and College Place.

### **Local Street (203)**

Revenues are expected to equal expenses by using \$14,817 of fund balance. It is expected that there will be no funds available for capital improvements to local streets.

### **Garbage & Rubbish Collection (226)**

Revenues are expected to equal expenses by using \$ 236,393 of contribution from Motorpool fund reserves. The cost to provide these services continues to exceed the revenue received from the 2.7814 millage dedicated for this use.

### **CDBG (252)**

This fund is being used to track expenditures for the Water Street Project. Funds will be transferred from the General Fund to cover these expenses.

### **Police Special Revenue Fund (265)**

Revenues are expected to equal expenses by using \$81,344 of fund balance. This includes a transfer of \$24,000 from drug forfeiture fund balance to pay for bullet resistant vests and maintenance for the canine unit. Also included is a transfer of \$53,099 from PSAP 911 fund balance to pay for Clemis mobile fee, 911 software maintenance and IBM AS400 fee.

### **Depot Town DDA (275)**

Revenues are expected to equal expenses by using \$82,694 of fund balance to help fund improvements to the Ballard Street parking lot.

### **General Obligation Unlimited Tax Debt Retirement Fund (300)**

Revenues are expected to equal expenses. Principal and Interest payments will be made with equivalent proceeds collected from the first half of the voter approved millage for street reconstruction.

### **General Obligation Capital Improvement Debt (316)**

Revenues are expected to equal expenses. This fund represents the debt service for the Police and Fire parking lot. Principal and Interest payment will come from the general Fund.

### **General Obligation Unlimited Tax Debt Retirement Fund (341)**

Revenues are expected to equal expenses. Principal and Interest payments will be made with equivalent proceeds collected from the second half of the voter approved millage for street reconstruction.

### **Water/Sewer Debt (364 -366)**

Water /Sewer Debt Funds 364 -366 were issued to pay for replacement of water and sanitary sewer lines during the Street Reconstruction project. Revenues come from the surcharge on

water and sewer bills collected by Ypsilanti Community Utilities (YCUA) and forwarded to the City as needed to make debt payments.

**Water Supply and Sewage Disposal System Revenue Bonds (367)**

Revenues are expected to equal expenses. This fund represents the Water Supply and Sewage Disposal System Revenue bonds, Series 2002 C that were issued to refund existing YCUA Water and Sewer System Limited Tax General Obligation Bonds. Funding source for debt service payment will come from Ypsilanti Community Utilities Authority (YCUA).

**Water Supply and Sewage Disposal System Revenue Bonds (368)**

Revenues are expected to equal expenses. This fund is used to refund the 1995 YCUA Water and Sewer Bonds. Funding source for debt service payment will come from Ypsilanti Community Utilities Authority (YCUA).

**Brownfield Redevelopment Authority (399)**

The Authority currently has no projects planned for 2009-2010. Revenues equal expenses.

**Land Revolving (412)**

Revenues are expected to exceed expenses by \$1,680.

**Downtown Development Authority (413)**

Revenues are expected to equal expenses by using \$101,707 of Operating fund balance.

**Capital (414)**

Revenues are expected to exceed expenses by \$4,160. Revenues for this fund are derived from contributions from other funds and grants. The general fund will contribute \$352,850 for capital, capital non-equipment, and computer and software purchases. The Police Special Revenue Fund will contribute \$70,949 for computer support, bullet proof vests, 911 Software Maintenance, AS400 fee, and canine unit maintenance. Grant revenues are expected to total \$510,100.

**EDC (415)**

Revenues are expected to equal expenses by using \$1,155 of fund balance.

**Construction Funds (469-480)**

Revenues are expected to equal expenditures.

- 2003D Water Supply and Sewage Disposal System Construction Fund (469) Repayment of DWRF loan # 7122-01. Funding source for debt service payment will come from Ypsilanti Community Utilities Authority (YCUA).
- 2003B Water and Sewer Revenue Bond Construction Fund (470) – Funding source for debt service payment will come from Ypsilanti Community Utilities Authority (YCUA).
- 2003C Water Supply and Sewage Disposal System Construction Fund (471) - Repayment of DWRF loan # 7112-01. Funding source for debt service payment will come from Ypsilanti Community Utilities Authority (YCUA).
- 2004A Water and Sewer Revenue Bonds (472). Funding source for debt service payment will come from Ypsilanti Community Utilities Authority (YCUA).
- 2004A DDA Construction Fund (473) Funding source for debt payment for the improvements of North and South Huron Parking Lots and streetscape improvements will come from DDA TIF revenues.

- 2004B Water Supply and Sewage Disposal System Revenue Bonds (474) - Repayment of DWRP loan # 7123-01. Funding source for debt service payment will come from Ypsilanti Community Utilities Authority (YCUA).
- 2006 Water Supply & Sewer Refunding (478); funding source for debt service payment will come from Ypsilanti Community Utilities Authority (YCUA).
- 2007 Water and Sewer Revenue Bonds (479) DWRP loan #7215-01. This is for the construction of Lowell Street and funding source for debt service payment will come from Ypsilanti Community Utilities Authority (YCUA).
- 2008 Water & Sewer Disposal Revenue Bond (480) DWRP loan # 7248-01. This is for the construction of Armstrong and First Streets and funding source for debt service payment will come from Ypsilanti Community Utilities Authority (YCUA).

### **Water Street Refunding Bonds (477)**

2006 General Obligation Limited Taxable Capital Improvement Refunding Bonds (477); to pay off the 2003 General Obligation Taxable Capital Improvement Fund (402) \$2,000,000; 2003B General Obligation Taxable Capital Improvement Fund (403) \$4,400,000; 2004A General Obligation Limited Taxable Capital Improvement Refunding Bonds (475) \$4,680,000; and 2004B General Obligation Limited Taxable Capital Improvement Refunding Bonds (476) \$2,020,000. The total of the Water Street bonds to be restructured was \$13,100,000. From November 2006 to November 2009, funding of bond payments will come from the capitalized interest. For FYE 2010, \$534,382 of funding for bond payment will come from the General Fund and \$416,078 will come from capitalized interest. Starting in 2011, funding may be obtained from one of two possible sources; the proceeds from the sale of Water Street properties, or the general fund.

### **Sidewalk (495)**

Revenues are expected to equal expenses by using \$26,475 of fund balance.

### **Motorpool (641)**

Revenues are expected to equal expenses by using \$939,952 of designated balance reserves to cover the operating expenses and other equipment purchases for DPW, Police, Fire, Environmental, Building services and to balance Garbage and Rubbish Fund revenues and expenses.

### **Workers' Compensation (677)**

Revenues are expected to equal expenses by using \$92,756 of fund balance. The General Fund's contribution was lowered from 3% to 1.5% of regular wages.

### **Retiree Benefits Fund (736)**

Revenues are expected to exceed expenses by \$33,000. This fund is established under Public Act 149 of 1999 to create a public employee health care fund for the accumulation and investment of assets to be used for the funding of health care benefits for eligible retirees of the City Fire and Police Retirement System (F&PRS), Municipal Employees Retirement System (MERS) and their beneficiaries, who are eligible to receive health care benefits from the City. A total of \$472,605 will be transferred to this fund from the General Fund, of that amount, \$302,605 will pay for MERS retirees fringe benefit, \$50,000 will be deposited in the Other Post Employment Benefits (OPEB) trust managed for the City by MERS, and place the remainder of \$120,000 in the reserved fund balance for future transfer to the OPEB trust or for MERS retirees benefit.

## SUMMARY

Our budget projections reveal that our finances will not improve before 2013. The proposed budget eliminates the variance between revenues and spending that was created as a result of the City's taxable value decline. My proposed reductions are for non-personnel expenses and postpone additional personnel reductions until the following fiscal year, at the earliest. Now, City Council will have the opportunity to evaluate all of the potential reductions over the course of the next fiscal year to develop priorities. A bright spot in a rather gloomy budget scenario is the prospective COPS grant. This grant could provide additional revenue to the City for three fiscal years and reduce some of the financial pressure forcing budget reductions. The City is also close to finalizing an agreement creating a Functional Fire District with the City of Ann Arbor and the ensuing year will allow us the opportunity to evaluate its benefits. If the taxable value loss projections are correct, future budget reductions are inevitable and development of a strategic financial plan containing staff and service levels will be essential.

Development of a strategic financial plan during the 2009-2010 fiscal will have to become a high priority for staff and council. City Council must have accurate and reliable information in order to establish this plan. I envision performing a comprehensive, department by department, evaluation of the City's entire operation, determining what services the City will offer, how we will provide them, and establishing commensurate staffing levels. These services may or may not be performed by City employees. My goal would be to have the plan finalized before February 2010, so that the 2010-2011 budget could be prepared according to Council's adopted priorities. I have recommended in the proposed budget hiring professional firms to assist staff in evaluating cost saving options, which, if successful, will contribute to improving the City's "bottom line".

One of the many financial challenges the City faces is the Water Street Project. Last year, City Council adopted a modified strategy to develop the property and that change has produced results. We have had considerable interest to purchase parcels in the Water Street area since making the change. We are awaiting confirmation on several grants to demolish the remaining buildings and remediate contaminated areas. We anticipate construction could begin during 2010 if any of the interested parties finalize purchase agreements this year. The proposed budget has reserved \$534,382 to specifically pay the 2009-10 bond debt payment for this project.

Our efforts to work cooperatively with neighboring local governments, Eastern Michigan University, Washtenaw County, the Chamber of Commerce and others has produced remarkable results. The most significant development is the location of SPARK East in downtown Ypsilanti. This Eastern Leaders Group venture has restored a underutilized building, created a destination for entrepreneurial talent, contributes to the vibrancy of the immediate area and demonstrates what can be achieved when we work together. During the next year, the ELG has plans to improve the City and eastern Washtenaw County by: assisting businesses downtown and in the area by offering intensive "mega" business development services and employee training to enhance economic viability and support job creation for individual businesses; Micro Loan programs to provide sizeable loans in the eastern part of the County to launch new ideas or sustain existing businesses and; Purchase and rehabilitate abandoned or foreclosed properties in order to sell, rent or redevelop the properties.

Additional cooperative partnerships include agreements with the YMCA and Depot Town CDC. This summer, YMCA will be providing summer recreational opportunities for area youth in city

parks, at no cost to the City. Also, the Depot Town CDC's restoration of the entertainment deck in Riverside Park should be completed and will fulfill the City's Michigan Department of Natural Resources grant obligation. Our commitment to funding utilities at the City's recreational facilities operated by volunteers has been preserved in the proposed budget. Neighborhood Associations are responding to the City's recently approved "adopt a park" initiative and are actively engaged in assisting the Department of Public Service in park maintenance and improvements.

Collaborative efforts with many local organizations are now paying dividends in our efforts to preserve the City's "Sense of Place". The Riverside Arts Center and Off Center buildings are now handicap accessible and contribute to the City's cultural economic development. Our work with the Ypsilanti Health Coalition and Ypsilanti Food Coop resulted in both the installation of bicycle racks in the business districts and solar panels on City Hall, reflecting our commitment to alternate transportation and green initiatives. SPARK East and Wireless Ypsi indicate growing support for entrepreneurship and technology initiatives. These are but a few of the projects occurring in the City that comprise volunteers who are committed to the success of the City.

The proposed FY 2009-2010 budget is balanced and has been prepared based upon the goals selected by City Council for this fiscal year. I look forward to discussing it with the Mayor, City Council and Department Directors. Our budget review meetings will begin at 7:00 pm on May 12, May 14, May 19 and May 21<sup>st</sup>. I want to acknowledge the efforts of all the Departments Directors and their respective staff in the preparation of this document. I especially want to recognize the extraordinary work of Marilou Uy, Fiscal Services Director, Sallee Tisch, Accounting Supervisor, April McGrath, Administrative Services Director and Nan Schuette, Executive Secretary to the City Manager.

Respectfully,

Edward B. Koryzno Jr.  
City Manager



**RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:**

WHEREAS, the City Charter requires that each year in February, City Council provides the City Manager by resolution the budget priorities for the next fiscal year,

NOW THEREFORE BE IT RESOLVED, in accordance with the City Charter, the following direction is hereby given:

That the City Manager shall present City Council with a balanced Resources Allocation Plan for Fiscal Year 2009-2010 using the following organizational values, goals and action strategies:

Organizational Values

Three fundamental values continue to underlie our work together on behalf of the citizens of, and visitors to, the City of Ypsilanti.

***1. Open, transparent and accessible decision-making***

We are committed to openness and transparency in our decision-making, doing whatever we can to ensure that information is available to the public in a timely fashion and in a manner that is easily understood, and providing opportunities for public engagement and participation in decision-making.

***2. Fiscal solvency and sustainability***

We are committed to ensuring the long-term financial stability of the City. Our budget decisions must reflect a balance between short and long term considerations, and we will work to reduce the costs of city services to the extent we can while maintaining effective city services and a sound infrastructure.

***3. Customer Friendly Service***

We are committed to providing services to residents and visitors in a customer friendly fashion, ensuring that service processes are effective and understandable, being responsive to requests for service to the extent we can consistent with procedures and resources, and ensuring that people recognize the limits of our ability to respond.

Goals and Action Strategies Fiscal Year 2009-2010

**Goal A            Create a vibrant downtown as a hub for activity in Ypsilanti and larger community**

*Strategies/Tasks*

1. Identify and Implement strategies for developing the downtown
  - a. Continue utilizing and expand, if resources permit, a range of incentives and support for physical property improvements, such as OPRA (obsolete property renovations), façade improvements, Brownfield or historic property programs
  - b. Include residential development as part of the coherent development plan for the commercial areas
  - c. Encourage through ordinance changes as appropriate additional uses of upper floors of commercial/office facilities
  
2. Safety
  - a. Seek funding for special police patrols in commercial areas through the DDA's or business associations
  - b. Explore and secure a partnership agreement with AATA to improve security and safety at the transfer terminal in downtown Ypsilanti

**Goal B            Increase employment and strengthen the economic base of the City**

*Strategies/Tasks*

1. Water Street development
  - a. Implement special monitoring/reporting program to keep council informed of status
  - b. Conduct special work sessions with council to explore possible development prospects and opportunities
  - c. Exercise care in selecting potential developers to ensure that development is consistent with the City's vision for the area
  
2. Redevelopment
  - a. Continue to offer appropriate incentives as needed to foster redevelopment, obsolete property renovations and façade improvements
  - b. Take advantage of all appropriate external funding sources to support redevelopment efforts, including HUD, Neighborhood Stabilization Program, and Stimulus Package

3. Development processes
  - a. Enlist business associations as partners in reviewing and implementing development processes and applying peer pressure to secure compliance
  - b. Identify impediments to redevelopment and modify development processes as needed and appropriate to ensure that they are streamlined and user friendly
  - c. Review and update as appropriate ordinances that affect businesses—e. g., signs—striking an effective balance between control and opportunity
  
4. Collaborate with SPARK and others to integrate Ypsilanti’s assets in broader marketing efforts
  - a. Collaborate with SPARK to retain existing businesses and to effectively recruit new investment and development to the region
  - b. Identify and implement specific strategies for ensuring that Ypsilanti’s assets are included in the regional message; e.g., inserts in brochures and material at local hotels
  - c. Work with partners to update and strengthen the City’s website as a medium to enhance the City’s marketing efforts in tandem with SPARK and the VCB (it was noted in the discussion that the VCB will be undertaking efforts to “brand” Ypsilanti and to update their website, and perhaps some efficiencies can be achieved in partnering with them)

Goal C        **Ensure diversity in the Ypsilanti community**

*Strategies/Tasks*

1. Housing opportunities
  - a. Ensure diverse housing opportunities as plans are developed and proposals for development or redevelopment take shape
  - b. Explore partnerships with others to minimize the impact of foreclosures in the City (e.g., neighborhood stabilization program)
  - c. Identify and implement to the extent resources permit strategies for redeveloping the public housing complex
  - d. Examine and modify as needed code enforcement strategies to promote housing improvements and high quality rental units

Goal D        **Develop a reliable and effective transportation system serving the Ypsilanti community**

*Strategies/Tasks*

1. Bus System
  - a. Stable Financing Arrangements
    - 1) Support with others the feasibility of countywide/regional funding through a sales tax or regional property tax funding
    - 2) Seek partners—e.g., St. Joseph Hospital and EMU—in financing AATA routes that serve the City and such institutions
    - 3) Explore opportunities for a joint contract with AATA with Ypsilanti and Superior Townships
    - 4) Shift, if necessary, additional costs to riders through rate increases to maintain service levels
2. Rail
  - a. Participate with others the emerging rail links to Detroit Metro Airport
  - b. Identify a location and develop a plan for a rail stop in Ypsilanti
3. Non-motorized transportation—biking and walking
  - a. Explore the feasibility and cost of adding pedestrian access across the I94 bridge at the south end of the City

Goal E      **Establish an effective partnership with EMU**

*Strategies/Tasks*

1. Service partnerships
  - a. Explore opportunities for cooperative or consolidated service delivery arrangements
  - b. Explore opportunities for cooperative marketing or branding of downtown and the City
2. Formal relationship
  - a. Develop a framework for long-term collaboration and joint policy direction between the City and the University

Goal F      **Nurture and support neighborhood associations and citizen groups across Ypsilanti**

*Strategies/Tasks*

1. Neighborhood Associations
  - a. Utilize neighborhood associations as communication conduits to and from residents

2. Friends Groups and others
  - b. Secure formal contracts with partners for the delivery of services

Goal G        **Continue to improve the effectiveness and efficiency of city services**

*Strategies/Tasks*

1.     Develop and implement a set of strategies to address the police and fire employee pension and health obligations
2.     Develop bargaining strategies for the three labor agreements that will come up for negotiation in the first six months of the calendar year
3.     Develop and implement a plan for improving code enforcement services
4.     Review and clarify the role of the City Recreation Commission, identifying responsibilities with respect to the joint agreements in place for providing recreational services through partnership agreements

OFFERED BY: Council Member Nickels

SUPPORTED BY: Mayor Pro-Tem Swanson

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

**CITY OF YPSILANTI, MICHIGAN  
BUDGET PROCESS**

The City of Ypsilanti’s fiscal year begins July 1 and ends June 30. This year, the process began in November and December with Council goal setting workshops. The process continues with the majority of work being completed in March and April. The City’s budget process is an on-going and dynamic activity involving City Council, City staff, and City residents. While each year’s budget process includes certain specific steps in the development of the current year’s figures, the budget also addresses both short term and long term goals of the City Council as well as economic factors affecting the City.

The budget preparation is based on the Council adopted goals and action strategies. Budget forms and instructions are distributed so everyone understands the direction of the City and what is expected of them throughout this process. Personnel costs, depreciation expense, and fixed equipment rental are developed and provided to all department heads. Revenues are projected. Departments prepare budget requests and submit to Finance. The requested budgets are processed and presented to the Budget Committee and a preliminary budget meeting is held with the Council. Preliminary budget documents are printed and posted on the City’s website for Council budget workshops held during May. Once the budget has been approved, the approved budget is posted on the City website and the preliminary budget is removed.

The following table illustrates the budget process:

Budget Process	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
City Council Goal Setting	X	X						
City Manager issue budget mandate			X					
Departments Submit Budget Request to Fiscal Services				X				
Budget Committee Reviews Budget Requests					X			
Fiscal Services Makes Budget Changes						X		
City Manager Submits Proposed Budget to City Council							X	
City Council Conducts Budget Workshops							X	
City Council Adopts Budget								X

As noted in the chart above, the City follows a process in developing the biennial budget that allows for maximum citizen input. City Council holds several goals setting sessions to initiate this annual process and provide the essential framework around which staff works to propose a budget for Council deliberation. These sessions are open to the public and input from citizens is welcome.

The second major activity of the budget process is the Budget Committee meetings during March. Each department presents proposed departmental budgets including capital spending requests and amendments to the current budget to the committee. Any changes made during these sessions are incorporated into the budget and the committee performs a final review.

Budget hearings are held by City Council during the month of May. Council hears presentations from all Department Heads on proposed budgets, evaluates revenue estimates, thoroughly reviews the proposed capital projects, and makes decisions regarding the final budget. Changes in the budget will be incorporated in the budget resolution and be presented for adoption by the City Council in June. A copy of the budget is posted on the City website and is also available at the Clerk’s office and at the local Library.

## **Budget Reviews**

The budget is monitored monthly by the Fiscal Services Department and Department Heads using the Revenues and Expenditures Report, which compares actual revenues and expenditures to date with budgeted numbers. On a quarterly basis, the Finance Department completes a comprehensive report to the City Manager. The City Manager includes the quarterly report in his Council information letter.

Council may amend the budget upon approval of a resolution. The City Manager has the authority to approve budget transfers between programs within the same fund, and only Council may authorize transfers between funds. Department Heads may transfer funds between accounts within a specific program under their direction with the exception of personnel and capital expenditures, which must be approved by the City Manager.

## **Budget Policies**

The City Council has developed, and continues to re-assess, guiding principles that set the course of the budget preparation and provides direction for the City Manager. As part of the yearly goal-setting workshop, the City Council reaffirms and re-evaluates the policies that govern budget development. The goal setting sessions allow for shifts in direction to respond to changes in the fiscal and political climate from within the City and from other governmental entities, whose decisions can directly affect the resources of the City. These principles have as their basis, the imperative to provide the best possible services with the resources available, to maximize City resources, to plan for future improvements, and to meet goals within the context of realistic revenue projections. Department Heads are responsible for initiating department budgets within the policy guidelines and goals established by the Council. The Budget Committee carefully evaluates requested departmental budgets to ensure they effectively address stated Council goals.

## **Financial Policies**

It is the City's policy to complete a budget that is balanced and maintains a fund balance equal to 10% of General Fund budgeted expenditures. The City has thus determined that if the General Fund's balance dips below 10% of our General Fund's budgeted expenditures, the City Manager must immediately submit action plans to City Council to restore these funds to at least the minimum amount required by the end of the fiscal year.

The City categorizes the capital improvement plan and capital purchases into five groups: Road improvements, facility improvements, capital, capital non-equipment, computer, and Motorpool. The costs of road improvements are recorded in the Major and Local Street Funds. The cost of facility improvements is recorded in the General Fund. Purchase of equipment is recorded in the Capital Improvement Fund. The City fully funds the replacement cost of equipment and computers out of the General Fund through transfers and contributions to the Capital Improvement Fund. Equipment is depreciated over the normal life of the item purchased. The Motorpool is funded from General Fund, Major Street, Local Street, and Garbage and Rubbish Funds by charging each fund equipment rental. All equipment purchases are recorded in the Motorpool Fund and depreciated over the useful life of the equipment.

## **Cash Management**

In November, 1998, City Council adopted a resolution establishing an investment policy for the City. The objectives in order of priority are: Safety of Capital, Liquidity, Diversification and Return on Investment,

Protection of Purchasing Power, and Maintain the Public's Trust. Staff monitors cash daily in order to maximize investment opportunity. Except for construction and revenue bonds funds, various funds' cash balances are combined and are invested in certificates of deposit, commercial money market savings accounts, money market investment accounts, treasury securities, federal agencies, commercial paper and Certificate of Deposit Account Registry Service (CDARS). Interest rates this year continue to drop from month-to-month. Staff compares bank interest rates and invests funds short term with the bank with the highest rate of return.

### **Debt Policy/Capital Financing**

Several factors are considered prior to making a decision to issue debt to finance a project. Bond Counsel, Financial Consultants and staff evaluate whether there are continuing revenues to pay the debt. Starting in 2001, the City issued four general obligation bonds. The two street general obligation bonds payments are funded from the millage levied by the City. The 2006 general obligation bonds (Water Street) payments will start in FYE 2010. The original projection called for debt service payments to be paid using taxes generated by Tax Increment Financing (TIF) revenue. Due to a number of factors, development has not been completed. The City Manager presented City Council with his amended Water Street plans in April, 2008 to encourage development. Also starting in 2001, the City issued twelve water and sewer revenue bonds used to upgrade the water and sewer system within the City. Debt Payments are generated from a water surcharge from Ypsilanti Community Utilities Authority (YCUA).

### **Conservative Revenue Estimates**

The Fiscal Services Director is responsible for preparing the revenue estimates for the budget document, using a variety of sources, including historical trends and information obtained from the County, State and other organizations. The goal is to have realistic projections that are conservative. Current revenues must equal or exceed expenditures to achieve a balanced budget, and the City believes fiscal conservatism provides a strong basis from which to achieve other budget policies.

### **Future Planning**

Next year, the City will prepare a two-year operational budget and a five year capital improvement budget. The Council will adopt the FY 2009-2010 budget in June. The budget for the second year will be analyzed and presented for Council review during the budget process next year. Major changes require a thorough justification when presented to Council.

The City Council's long range planning is addressed annually in the goal setting sessions. City facilities that are in need of significant upgrades are evaluated and recommended to Council to be included in the list for repair. Local and major streets in need of repairs are added to the capital improvement plan. Council prioritizes which projects need to be repaired based on several factors: availability of funding from WATS, MDOT or Grants with a small City match.



**Ordinance No. 1099**

**2009-2010 TAX LEVY ORDINANCE**

**THE CITY OF YPSILANTI ORDAINS THAT:**

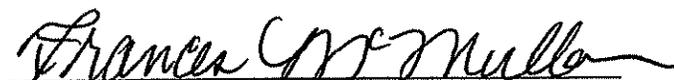
A general operating millage rate of 19.0211 mills (1.90211 cents per \$1) of the Taxable Value, according to the assessment roll of the last preceding year is approved and authorized; and

The City Clerk is authorized to certify to the City Treasurer and City Assessor the total amount to be levied and restriction for the City of Ypsilanti is:

GENERAL OPERATING	19.0211
POLICE & FIRE PENSION	5.1481
SANITATION	2.7814
STREET IMPROVEMENT (VOTED DEBT 2001 Bonds)	1.9097
STREET IMPROVEMENT (VOTED DEBT 2003 Bonds)	1.9989
<b>TOTAL</b>	<b>30.8592</b>

Made, passed and adopted by the Ypsilanti City Council this 16th day of June, 2009.

  
Paul Schreiber, Mayor

  
Frances McMullan, City Clerk

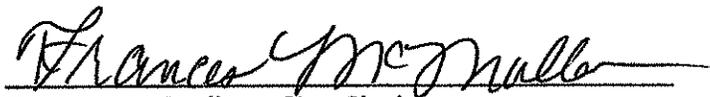


**Ordinance No. 1099**

**2009-2010 TAX LEVY ORDINANCE**

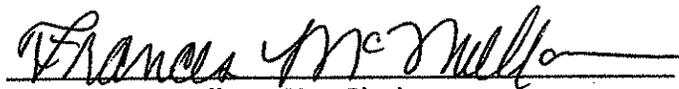
ATTEST

I do hereby confirm that the above Ordinance No. 2008-1099 was published in the Ann Arbor News on the 17th day of May, 2009.

  
\_\_\_\_\_  
Frances McMullan, City Clerk

CERTIFICATE OF ADOPTING

I hereby certify that the foregoing is a true copy of the ordinance passed at the regular meeting of the City Council held on the 16th day of June, 2009.

  
\_\_\_\_\_  
Frances McMullan, City Clerk

Public Hearing Notice  
Publish Ann Arbor News in the May 17, 2009, edition.



Resolution No. 2009 - 109  
June 16, 2009

AMEND 2008-2009 and 2009-2010  
FISCAL YEARS OPERATING BUDGET

**RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:**

**That** an ordinance entitled, "An Ordinance to Amend Budget Appropriations by Department and Major Organizational unit for the Fiscal Years 2008-2009 and 2009-2010", be approved on Second and Final Reading.

Description	Fund	FY 2008-2009		FY 2009-2010	
		Revenue	Expenditures	Revenue	Expenditures
General Fund	101	15,340,180	13,770,697	14,842,015	14,842,015
Major Street Fund	202	1,307,993	1,307,993	2,587,343	2,511,343
Local Street Fund	203	814,370	814,370	467,017	467,017
Garbage & Rubbish Collection Fund	226	1,234,942	1,234,942	1,240,316	1,240,316
Community Develop Block Grant Fund	252	151,300	151,200	125,024	125,000
Police Special Revenue Fund	265	224,382	219,550	180,440	172,340
Depot Town DDA Fund	275	187,598	169,712	223,837	216,537
2001 General Obligation Unlimited Tax Debt Fund \$8.465 M	300	763,294	694,628	695,180	695,180
2002 General Obligation Capital Imp. Debt Fund \$400,000	316	36,930	36,930	36,055	36,055
2003 General Obligation Unlimited Tax Debt Fund \$8.465 M	341	775,370	705,547	724,298	715,619
2002B Water & Sewer Debt Fund \$485,000	364	34,748	34,748	34,235	34,235
2001 Water & Sewer Debt Fund \$4 M	365	92,409	92,409	100,909	100,909
2002A Water & Sewer Bonds Debt Fund \$5 M	366	113,713	113,713	122,809	122,809
2002C Water Supply & Sewage Disposal Revenue \$8.66 M	367	429,700	428,700	435,800	435,800
2003A Water Supply & Sewage Fund \$4.8 M	368	648,185	649,185	633,273	633,273
Brownfield Redevelopment Authority Fund	399	574,733	574,144	711	711
Land Revolving Fund	412	55,100	52,500	904,180	902,500
Downtown DDA Fund	413	1,043,085	1,043,085	477,697	477,697
Capital Improvement Fund	414	513,622	506,672	974,059	969,899
Economic Development Corporation Fund	415	2,932	2,932	3,075	3,075

2003C Water Supply & Sewage Construction Fund \$5.3 M	469	341,525	341,525	337,793	337,793
2003B Water Supply & Sewage Construction Fund \$1.5 M	470	85,638	85,638	85,984	85,984
2003C Water Supply & Sewage \$785,000	471	51,563	51,563	50,524	50,524
2004A Water & Sewer Revenue \$2,7 M	472	163,910	163,910	162,702	162,702
2004A DDA Construction Fund \$995,000	473	169,158	169,158	77,580	77,580
2004B Water Supply & Sew \$6.33	474	393,259	393,259	390,693	390,693
2006 Gen. Obl. Ltd Tax Capital Imp Refunding \$15.74 M	477	953,260	953,260	952,460	952,460
2006 WATER SUP. & SEW. REF \$9.85	478	424,796	424,796	423,859	423,859
2007 W & S Revenue DWRF \$375 K	479	17,210	16,104	15,922	15,922
2008 W & S Disposal Revenue Bonds	480	435,000	435,000	0	0
Sidewalk Improvement Fund	495	159,056	159,056	147,655	147,655
Motor Pool Fund	641	1,639,294	1,639,294	2,049,880	2,049,880
Workers Compensation Fund	677	253,988	159,632	199,361	199,361
Fire and Police Pension	732	3,376,614	2,605,763	3,316,097	2,666,356
Retiree Benefits Fund	736	1,544,559	1,511,559	1,361,418	1,328,418
Total		34,353,416	31,713,174	34,380,201	33,591,517

Further, that in accordance with Section 19(2) of Public Act 621 of 1978, also known as the Uniform Budgeting and Accounting Act, parameters are hereby given to allow transfers between appropriation accounts and within fund totals and within those activities within the control of each department.

OFFERED BY: Council Member Richardson

SUPPORTED BY: Council Member Robb

Yes: 6      NO: 0      ABSENT: 1 (Murdock)      VOTE: Approved

I do hereby certify that the above resolution is a true and correct copy of Resolution 2009-109 as passed by the Ypsilanti City Council, at their Meeting held on June 16, 2009.

  
 Frances McMullan, City Clerk



Ordinance No. 1098

**AN ORDINANCE TO AMEND BUDGET APPROPRIATIONS BY DEPARTMENT  
AND MAJOR ORGANIZATIONAL UNIT FOR THE FISCAL YEARS  
2008 - 2009 AND 2009 – 2010**

THE CITY OF YPSILANTI ORDAINS:

1. Pursuant to the City Charter Section 5.06 (a), budget appropriations by department and major organizational unit are hereby approved as recommended by the Administration, as approved by City Council, and as shown below by Fund and summary schedule attached for the General Fund.

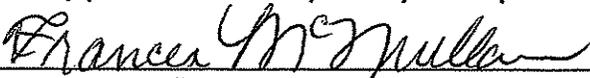
Description	Fund	FY 2008-2009		FY 2009-2010	
		Revenue	Expenditures	Revenue	Expenditures
General Fund	101	15,340,180	13,770,697	14,842,015	14,842,015
Major Street Fund	202	1,307,993	1,307,993	2,587,343	2,511,343
Local Street Fund	203	814,370	814,370	467,017	467,017
Garbage & Rubbish Collection Fund	226	1,234,942	1,234,942	1,240,316	1,240,316
Community Develop Block Grant Fund	252	151,300	151,200	125,024	125,000
Police Special Revenue Fund	265	224,382	219,550	180,440	172,340
Depot Town DDA Fund	275	187,598	169,712	223,837	216,537
2001 General Obligation Unlimited Tax Debt Fund \$8.465 M	300	763,294	694,628	695,180	695,180
2002 General Obligation Capital Imp. Debt Fund \$400,000	316	36,930	36,930	36,055	36,055
2003 General Obligation Unlimited Tax Debt Fund \$8.465 M	341	775,370	705,547	724,298	715,619
2002B Water & Sewer Debt Fund \$485,000	364	34,748	34,748	34,235	34,235
2001 Water & Sewer Debt Fund \$4 M	365	92,409	92,409	100,909	100,909
2002A Water & Sewer Bonds Debt Fund \$5 M	366	113,713	113,713	122,809	122,809
2002C Water Supply & Sewage Disposal Revenue \$8.66 M	367	429,700	428,700	435,800	435,800

2003A Water Supply & Sewage Fund \$4.8 M	368	648,185	649,185	633,273	633,273
Brownfield Redevelopment Authority Fund	399	574,733	574,144	711	711
Land Revolving Fund	412	55,100	52,500	904,180	902,500
Downtown DDA Fund	413	1,043,085	1,043,085	477,697	477,697
Capital Improvement Fund	414	513,622	506,672	974,059	969,899
Economic Development Corporation Fund	415	2,932	2,932	3,075	3,075
2003C Water Supply & Sewage Construction Fund \$5.3 M	469	341,525	341,525	337,793	337,793
2003B Water Supply & Sewage Construction Fund \$1.5 M	470	85,638	85,638	85,984	85,984
2003C Water Supply & Sewage \$785,000	471	51,563	51,563	50,524	50,524
2004A Water & Sewer Revenue \$2,7 M	472	163,910	163,910	162,702	162,702
2004A DDA Construction Fund \$995,000	473	169,158	169,158	77,580	77,580
2004B Water Supply & Sew \$6.33	474	393,259	393,259	390,693	390,693
2006 Gen. Obl. Ltd Tax Capital Imp Refunding \$15.74 M	477	953,260	953,260	952,460	952,460
2006 WATER SUP. & SEW. REF \$9.85	478	424,796	424,796	423,859	423,859
2007 W & S Revenue DWRF \$375 K	479	17,210	16,104	15,922	15,922
2008 W & S Disposal Revenue Bonds	480	435,000	435,000	0	0
Sidewalk Improvement Fund	495	159,056	159,056	147,655	147,655
Motor Pool Fund	641	1,639,294	1,639,294	2,049,880	2,049,880
Workers Compensation Fund	677	253,988	159,632	199,361	199,361
Fire and Police Pension	732	3,376,614	2,605,763	3,316,097	2,666,356
Retiree Benefits Fund	736	1,544,559	1,511,559	1,361,418	1,328,418
Total		34,353,416	31,713,174	34,380,201	33,591,517

Further, that in accordance with Section 19(2) of Public Act 621 of 1978, also known as the Uniform Budgeting and Accounting Act, parameters are hereby given to allow transfers between appropriation accounts and within fund totals and within those activities within the control of each department.

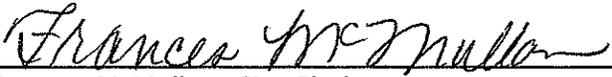
2. Copies to be available. Copies of the ordinance are available at the office of the City Clerk for inspection by, and distribution to, the public during normal business hours.
3. Publication and effective date: The City Clerk shall cause this Ordinance, or a summary of this Ordinance, to be published by printing the same in the Ann Arbor News. This Ordinance shall become effective after publication at the expiration of 30 days after adoption.

Made, passed and adopted by the Ypsilanti City Council this 16th day of June, 2009.

  
 Frances McMullan, City Clerk

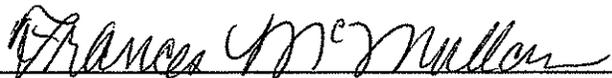
ATTEST

I do hereby confirm that the above Ordinance No. 1098 was published in the Ann Arbor News on the 17th day of May, 2009.

  
\_\_\_\_\_  
Frances McMullan, City Clerk

CERTIFICATE OF ADOPTING

I hereby certify that the foregoing is a true copy of the ordinance passed at the regular meeting of the City Council held on the 16th day of June, 2009.

  
\_\_\_\_\_  
Frances McMullan, City Clerk

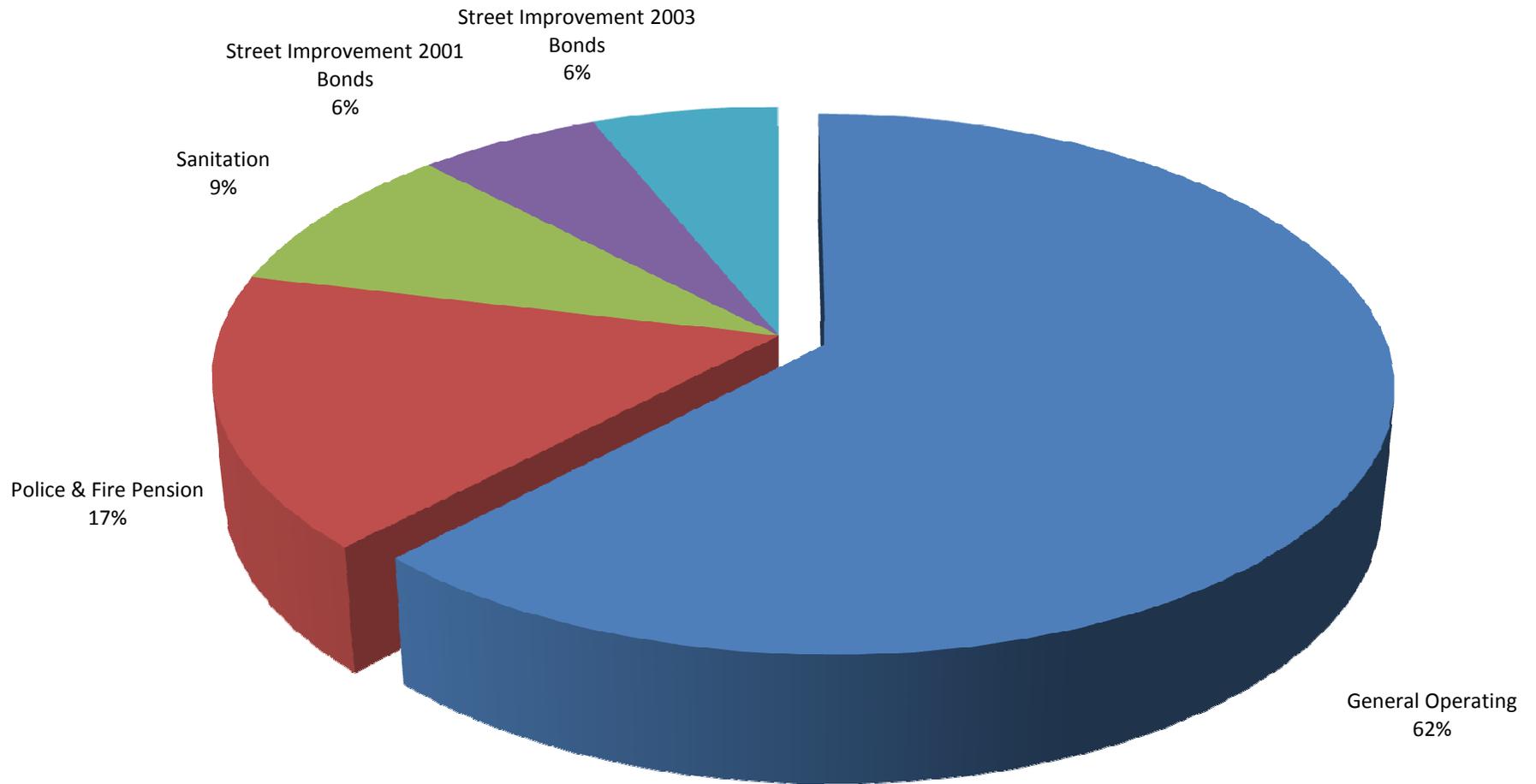
# **TAX INFORMATION**

- . TAX MILLAGE LEVY, CHANGES, HISTORY, AND GRAPH**
- . GRAPHS OF TAXABLE AND EXEMPT PROPERTIES, AND ALL PROPERTIES**
- . 10 YEAR HISTORY OF ASSESSED AND TAXABLE VALUES**
- . PRINCIPAL RESIDENCE EXEMPTION**
- . UNCAPPING DATA**
- . PROPERTY FORCLOSURE DATA**
- . TOP TEN TAXPAYER**

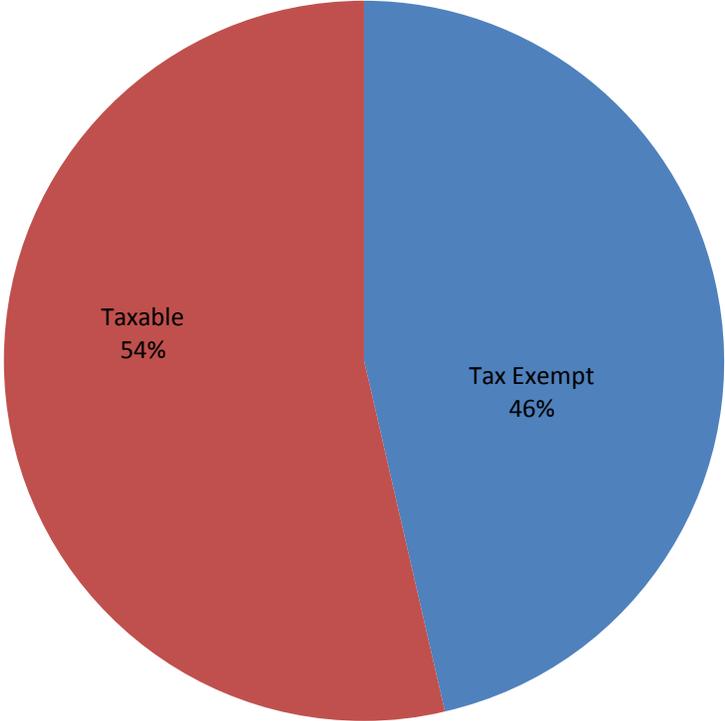
**CITY OF YPSILANTI, MICHIGAN  
TAX MILLAGE LEVY**

<b>TAX YEAR</b>	<b>FISCAL YEAR ENDED JUNE 30,</b>	<b>GENERAL OPERATING</b>	<b>POLICE &amp; FIRE PENSION</b>	<b>SANITATION</b>	<b>DEBT RETIREMENT</b>	<b>STREET IMPROVEMENT 2001 BONDS</b>	<b>STREET IMPROVEMENT 2003 BONDS</b>	<b>TOTAL</b>
2001	2002	18.8032	1.9437	2.8683	0.8423	2.9100	0.0000	27.3675
2002	2003	19.0109	1.8162	2.8332	0.7972	2.9510	0.0000	27.4085
2003	2004	19.0937	1.7593	2.7870	0.7887	1.9715	1.8818	28.2820
2004	2005	19.0937	1.7197	2.7921	0.7139	1.6448	1.9519	27.9161
2005	2006	19.0211	2.7660	2.7814	0.7131	1.8513	1.8972	29.0301
2006	2007	19.0211	3.9850	2.7814	0.2783	1.7092	1.7549	29.5299
2007	2008	19.0211	4.4394	2.7814	0.0000	1.6506	1.6870	29.5795
2008	2009	19.0211	5.0821	2.7814	0.0000	1.8440	1.8730	30.6016
2009	2010	19.0211	5.1481	2.7814	0.0000	1.9097	1.9989	30.8592
INCREASE (DECREASE)		0.0000	0.0660	0.0000	0.0000	0.0657	0.1259	0.2576

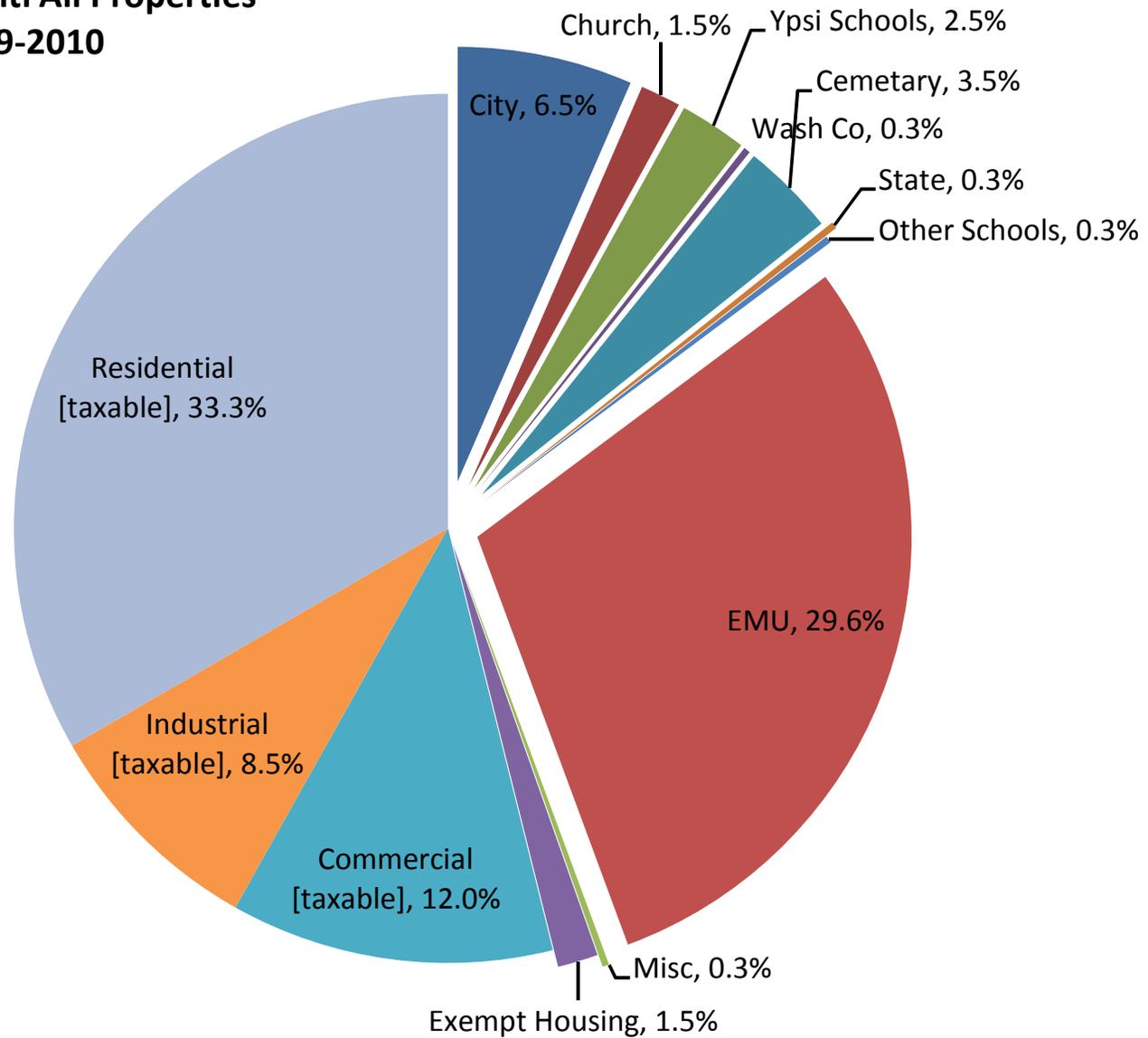
CITY OF YPSILANTI MILLAGE LEVY FISCAL YEAR 2009-2010



**City of Ypsilanti  
Taxable and Exempt Properties  
2009-2010**



# City of Ypsilanti All Properties 2009-2010



**CITY OF YPSILANTI, MICHIGAN**  
**Assessed and Taxable Value of Property**  
**Last Ten Fiscal Years**

Tax Year	Fiscal Year Ended June 30,	Real Property (1)		Personal Property (1)		Total		Total
		Taxable Value	Assessed Value	Taxable Value	Assessed Value	Taxable Value	Assessed Value	Direct Tax Rate
2009	2010	\$339,950,191	\$380,570,998	\$30,525,720	\$30,525,720	\$370,475,911	\$411,096,718	30.8592
2008	2009	353,840,502	436,827,206	48,803,200	48,803,200	402,643,702	485,630,406	30.6016
2007	2008	358,621,343	471,237,912	55,108,200	55,215,000	413,729,543	526,452,912	29.5795
2006	2007	340,765,351	446,378,408	55,300,150	55,896,200	396,065,501	502,274,608	29.5299
2005	2006	314,776,856	423,184,122	44,418,300	44,418,300	359,195,156	467,602,422	29.0301
2004	2005	299,731,615	394,903,750	46,307,000	46,307,000	346,038,615	441,210,750	27.9161
2003	2004	288,510,359	369,609,400	49,798,100	49,798,100	338,308,459	419,407,500	28.2820
2002	2003	275,588,059	336,132,580	52,025,100	52,025,100	327,613,159	388,157,680	27.4085
2001	2002	255,024,845	303,049,100	54,863,200	54,863,200	309,888,045	357,912,300	27.3675
2000	2001	239,483,547	272,728,300	54,122,700	54,122,700	293,606,247	326,851,000	24.4575

(1) Does not include the following properties subject to special tax rates:  
 Industrial Facilities Tax exemptions  
 PILOT tax exemptions  
 OPRA tax exemptions

Source: City of Ypsilanti Assessing Division

**CITY OF YPSILANTI, MICHIGAN**  
**Principal Residence Exemption Totals**  
*(nine year history)*

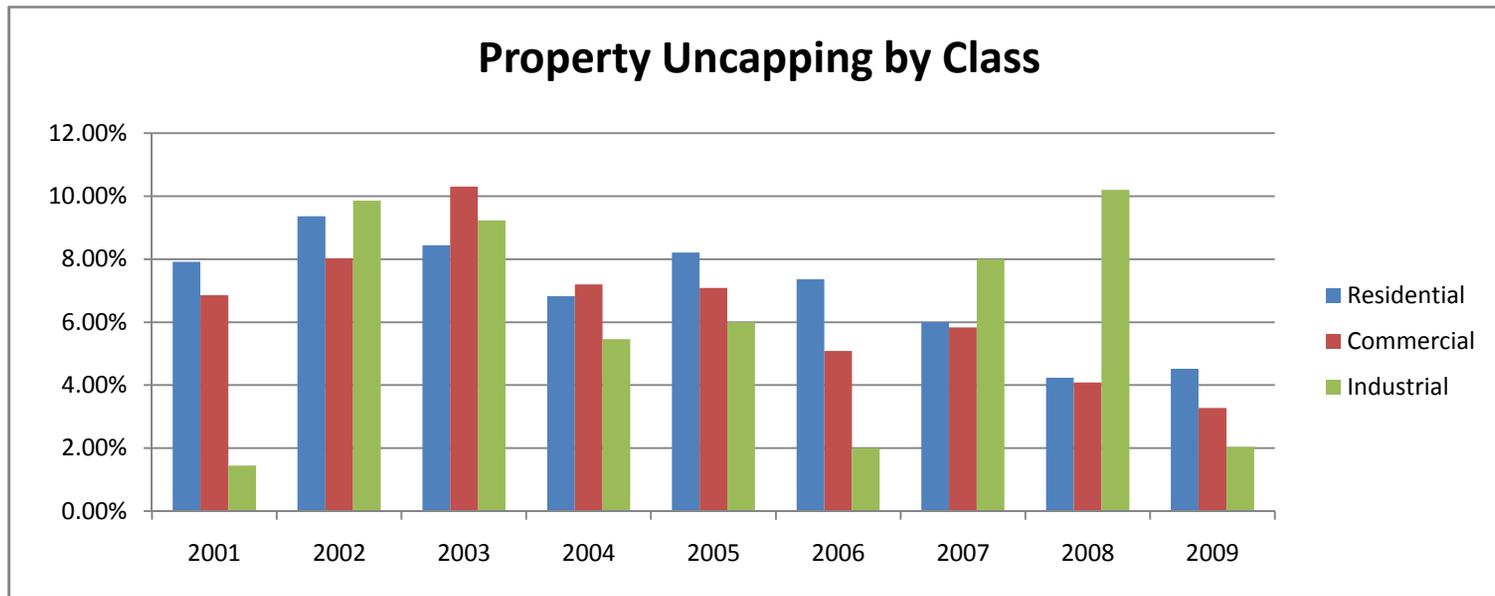
<b>Tax Year</b>	<b>Principal Residence Exemptions</b>	<b>Residential Parcels</b>	<b>Percent Owner Occupied</b>
2001	2,873	4,157	69.11%
2002	2,898	4,154	69.76%
2003	2,880	4,148	69.43%
2004	2,884	4,150	69.49%
2005	2,865	4,166	68.77%
2006	2,852	4,186	68.13%
2007	2,741	4,181	65.56%
2008	2,784	4,181	66.59%
2009	2,712	4,181	64.86%



Source: City of Ypsilanti Assessing Division

## CITY OF YPSILANTI, MICHIGAN UNCAPPING DATA

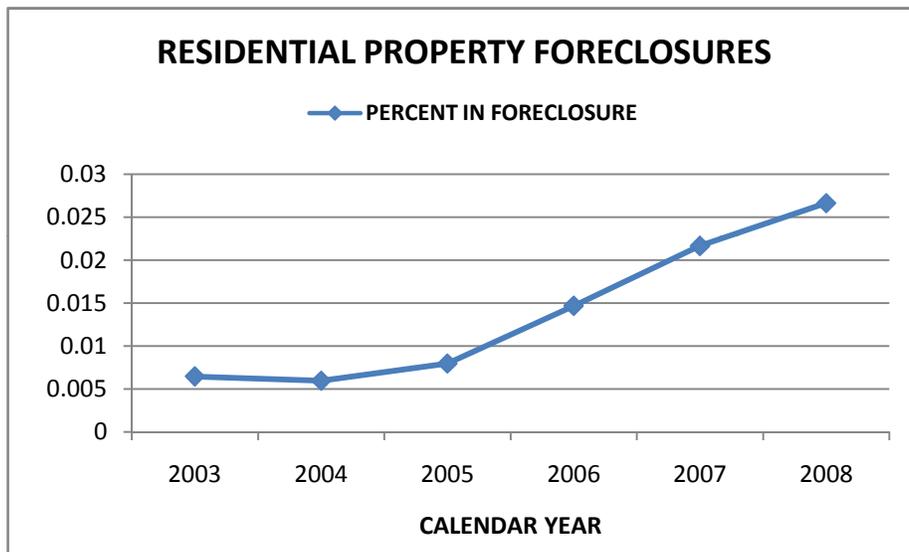
Tax Year	Total Real Parcels	Per Class			Total Parcels Uncapped	Per Class			Total Percent Uncapped	Uncapping By Class		
		Residential	Commercial	Industrial		Residential	Commercial	Industrial		Residential	Commercial	Industrial
2001	4,737	4,157	511	69	365	329	35	1	8.78%	7.91%	6.85%	1.45%
2002	4,736	4,154	511	71	437	389	41	7	10.52%	9.36%	8.02%	9.86%
2003	4,737	4,148	524	65	410	350	54	6	9.88%	8.44%	10.31%	9.23%
2004	4,719	4,150	514	55	323	283	37	3	7.78%	6.82%	7.20%	5.45%
2005	4,724	4,166	508	50	381	342	36	3	9.15%	8.21%	7.09%	6.00%
2006	4,728	4,186	492	50	334	308	25	1	7.98%	7.36%	5.08%	2.00%
2007	4,728	4,181	497	50	284	251	29	4	6.79%	6.00%	5.84%	8.00%
2008	4,720	4,181	490	49	208	177	20	5	4.97%	4.23%	4.08%	10.20%
2009	4,719	4,181	489	49	206	189	16	1	4.93%	4.52%	3.27%	2.04%



Source: City of Ypsilanti Assessing Division

**CITY OF YPSILANTI, MICHIGAN**  
**Property Foreclosure Data**

<b>CALENDAR YEAR</b>	<b>TOTAL FORECLOSURES</b>	<b>TOTAL RESIDENTIAL STRUCTURES</b>	<b>PERCENT IN FORECLOSURE</b>
2003	26	4016	0.65%
2004	24	4017	0.60%
2005	32	4017	0.80%
2006	59	4017	1.47%
2007	87	4018	2.17%
2008	107	4018	2.66%



Source: City of Ypsilanti Assessing Division

**CITY OF YPSILANTI, MICHIGAN**  
**Principal Property Taxpayers**  
**Current Year and Nine Years Ago**  
*(amounts expressed in thousands)*

<b>Taxpayer</b>	<b>2009</b>			<b>2000</b>		
	<b>Taxable Valuation</b>	<b>Rank</b>	<b>% of Total City Taxable Value</b>	<b>Taxable Valuation</b>	<b>Rank</b>	<b>% of Total City Taxable Value</b>
DTE (formerly Detroit Edison Utilities & Mich-Con)	\$9,759,420	1	2.63%	\$6,795,072	2 & 4	2.31%
Automotive Components Holdings (formerly Ford & Visteon)	9,400,922	2	2.54%	63,830,600	1	21.74%
Peninsular Place	7,749,800	3	2.09%	-	-	-
Forest Health Medical (formerly Beyer Hospital)	4,992,339	4	1.35%	1,940,277	8	0.66%
University Housing Leforge	3,562,500	5	0.96%	-	-	-
River Drive Apts	3,343,200	6	0.90%	3,357,578	5	1.14%
Barnes & Barnes Properties	3,238,929	7	0.87%	1,602,089	10	0.55%
Eric & Karen Maurer	2,364,928	8	0.64%	-	-	-
River Rain Apts	2,303,200	9	0.62%	1,924,293	7	0.66%
Asad Khailany	1,890,741	10	0.51%	-	-	-
Exemplar	-	-	-	5,770,500	3	1.97%
Crown Paper Company	-	-	-	2,513,510	6	0.86%
Eastern Village Apartments	-	-	-	1,269,494	9	0.43%
	48,605,979		13.12%	9,553,504		30.31%

Source: City of Ypsilanti Assessing Division

# **SUMMARY INFORMATION**

- . SUMMARY OF GENERAL FUND  
REVENUES AND EXPENDITURES,  
AND GRAPHS**
- . STATE SHARED REVENUE GRAPH**
- . ORGANIZATIONAL CHART**
- . FULL TIME EMPLOYEES**
- . 10 YEAR HISTORY FTE BY SERVICE**
- . 5 YEAR PLANS AND GRAPHS**
  - MAJOR ROAD IMPROVEMENTS**
  - PROJECT SUMMARY**
  - CAPITAL**
  - CAPITAL NON-EQUIPMENT**
  - COMPUTER**
  - FACILITY**
  - MOTORPOOL**

City of Ypsilanti  
2007-2008 to 2009-2010 Fiscal Year  
Summary of General Fund Revenues  
Administration Recommendation

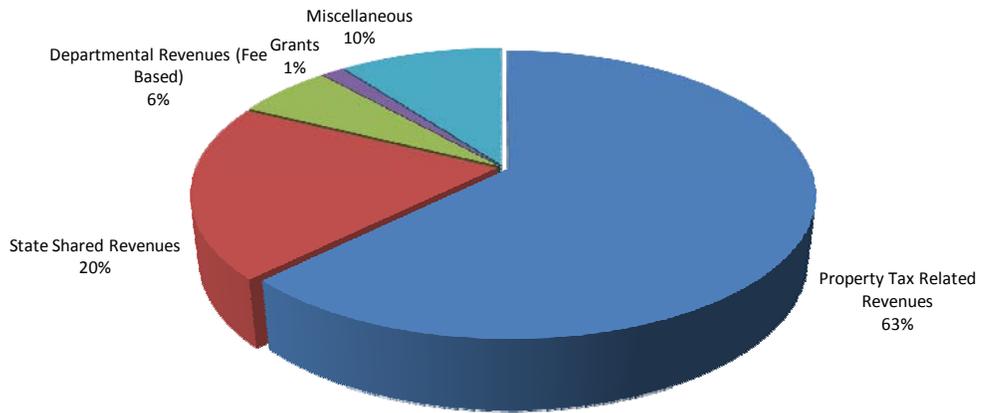
	ACTUAL 2007/2008	ADOPTED 2008/2009	AMENDED 2008/2009	ORIGINAL 2009/2010	REQUEST 2009/2010	Detail
<b>Appropriations from Fund Balance</b>	\$ -	\$ -			\$ 844,144	(699)
<b>Property Tax Related Revenues</b>						
Property Tax Revenues	\$ 8,572,987	\$ 8,628,793	\$ 9,138,476	\$ 8,795,905	\$ 8,509,969	(403)
Tax Related Revenues	558,193	382,654	411,015	372,686	345,629	(403.01 - 407.05)
PILDT Properties	58,170	98,618	59,333	101,577	100,000	Riverside, Town Centre, Parkview, Cross St, Chidester Place (423-428)
<b>Sub-Total</b>	<b>\$ 9,189,350</b>	<b>\$ 9,110,065</b>	<b>\$ 9,608,824</b>	<b>\$ 9,270,168</b>	<b>\$ 8,955,598</b>	
<b>% of total revenues</b>	<b>62%</b>	<b>64%</b>	<b>63%</b>	<b>65%</b>	<b>60%</b>	
<b>State Shared Revenues</b>	\$ 3,082,501	\$ 3,016,000	\$ 3,016,000	\$ 3,016,000	\$ 2,928,202	Sales & Use Tax and Liquor Licenses (576 - 578)
<b>% of total revenues</b>	<b>21%</b>	<b>21%</b>	<b>20%</b>	<b>21%</b>	<b>20%</b>	
<b>Departmental Revenues (Fee Based):</b>						
Assessor's Office	\$ 5,538	\$ 6,000	\$ 5,000	\$ 6,150	\$ 5,000	New Business Licenses (460)
Building Inspection	317,483	303,400	275,960	312,400	255,770	Permits (476-482), Certificate of Occupancy (487), Misc (488)
City Clerk's Office	3,843	6,925	4,500	6,937	4,512	Peddlers, Taxi & Driver Licenses (455-457), Notary (630), Alarms (609)
Ordinance Enforcement	52,648	72,915	75,373	75,063	76,305	Animal Licenses (483), Ordinance Violations (629), Bicycles (485)
Parking Enforcement	288,633	295,000	260,000	310,000	260,000	Parking Meters (652), Impound Fees (653), Parking Tickets (656)
Planning & Development	14,010	10,000	5,881	10,000	7,500	Appeals Fees (486 & 486.01), Brownfields (668.6)
Police (Field Services)	106,060	85,620	98,600	85,700	95,570	Auctions (454), Special (689), Ord, fines (657), Bond Process (696.03), Sex (544), False Alarm Response (491), Wrecker (492), Noise (543), Street Closing (545)
Pool Fees	49,474	47,912	47,912	47,912	47,912	Season and Daily Passes (668.07), Pool Fees (692.01)
Recreation - Administration	-	-	-	-	-	Misc.(668.10), Special Events (668.12)
Recreation - Ice Rink Donations Used	-	1,889	-	-	-	(692.10)
Recreation - Parkridge	36,109	114,318	75,070	146,175	101,270	Private Donations to Parkridge programs (668.09)
Recreation - Rutherford Pool Donations	14,352	16,058	17,148	16,058	17,148	Private Donations to Pool programs (592.06,692-00,668-27)
Recreation - Senior Citizens' Center	35,814	45,114	38,064	46,446	42,913	Programming & Special Trip Fees (668.08) Private Donations (668.26)
Treasurer's Office	17,614	24,000	17,000	24,720	17,000	Permit Parking (Downtown & Residential) (489)
<b>Sub-Total</b>	<b>\$ 941,579</b>	<b>\$ 1,029,151</b>	<b>\$ 920,508</b>	<b>\$ 1,087,561</b>	<b>\$ 930,900</b>	
<b>% of total revenues</b>	<b>6%</b>	<b>7%</b>	<b>6%</b>	<b>8%</b>	<b>6%</b>	
<b>Grants</b>						
Police - Justice Assistance Grant (JAG)	24,970	-	-	-	145,166	(565.01)
Police - 302 Grant Training Funds	10,144	8,000	8,000	8,000	8,000	(570)
Police - Bulletproof Vest Program	1,869	-	-	-	2,000	(573.01)
Police - School Liaison	104,414	111,174	89,141	114,011	87,895	(573.11)
Police - Lawnet	40,562	39,000	19,793	39,000	16,870	(573,676.01)
Fire - Homeland Security Grant	-	-	90,000	-	-	(573.03)
Non-Motorized Plan Development	-	-	4,571	-	3,429	(575-01)
Recreation - AA Community F - SSC	-	-	5,000	-	-	(668.24)
Recreation - Ypsi Area Beyer Memorial Grant SC	5,000	-	-	-	-	(668.28)
<b>Sub-Total</b>	<b>\$ 186,959</b>	<b>\$ 158,174</b>	<b>\$ 216,505</b>	<b>\$ 161,011</b>	<b>\$ 263,360</b>	
<b>% of total revenues</b>	<b>1%</b>	<b>1%</b>	<b>1%</b>	<b>1%</b>	<b>2%</b>	
<b>Miscellaneous</b>						
JYRO Settlement (Ford Lake Dam)	\$ 26,400	\$ 26,000	\$ 32,235	\$ 26,000	\$ 23,200	(429)
CATV Franchise Fees	197,121	180,000	180,000	180,000	190,000	Franchise fees (452) New Permit fees (453)
Penn Park Admin Reimbursement	8,693	8,966	8,966	-	-	(484-02)
Drug Forfeiture Sharing	12,000	12,000	36,000	12,000	36,000	(573.07)
Due from YCUA	-	-	-	-	-	(592.05)
Due from School Elections	15,670	8,875	8,875	9,141	9,141	(592.10)
Due from County Elections	11,563	-	-	-	-	(592.12)
Duplicating & Photostats	14,998	14,000	13,000	14,000	13,000	(627)
Fire Protection Public Act 289	326,466	300,000	499,392	300,000	326,000	State reimbursement for emergency services to EMU's campus (628)
Charges for Services (DPW)	-	-	-	-	-	State reimbursement for Public Works Administration costs (644)
Interest Earnings	456,928	140,000	325,000	168,000	200,000	(664)
Appreciation of Fair Value	232,764	-	-	-	-	Audit adjustment (665.0)
City Owned Apartment(s)	-	-	-	-	-	(668.04 / 668.05)
Cost Reimbursement - YFD	560	600	200	-	200	(680.01)
Cost Reimbursement - YPD	22,223	10,000	35,000	10,000	35,000	(680.02)
Cost Reimbursement - DPW	14,493	12,500	20,000	12,500	20,000	(680.03)
Cost Reimbursement - Finance	7,500	10,575	10,575	10,970	18,436	(680.04)
Cost Reimbursement - Planning	288	250	100	250	100	(680.05)
Proceeds - 10 South Prospect	-	-	-	-	-	(695.04)
Proceeds - Superior Road	-	100,000	-	-	100,000	(695.05)
Proceeds - 220 N. Huron - Museum	-	-	-	-	-	(695.09)
Proceeds - 326 E. Michigan Ave.	-	50,000	-	-	50,000	(695.10)
Proceeds - 972 Watling	-	-	-	-	-	(695.11)
Proceeds Starkweather House	12,501	-	-	-	-	(695.12)
Miscellaneous	164,901	14,000	409,000	14,000	20,642	(698)
<b>Sub-Total</b>	<b>\$ 1,525,069</b>	<b>\$ 887,766</b>	<b>\$ 1,578,343</b>	<b>\$ 756,861</b>	<b>\$ 1,041,719</b>	
<b>% of total revenues</b>	<b>10%</b>	<b>6%</b>	<b>10%</b>	<b>5%</b>	<b>7%</b>	
<b>TOTAL REVENUE</b>	<b>\$ 14,925,457</b>	<b>\$ 14,201,156</b>	<b>\$ 15,340,180</b>	<b>\$ 14,291,601</b>	<b>\$ 14,963,923</b>	
<b>% TOTAL</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>94%</b>	

City of Ypsilanti  
2007-2008 to 2009-2010 Fiscal Years  
Summary of General Fund Expenditures  
Administrative Recommendation

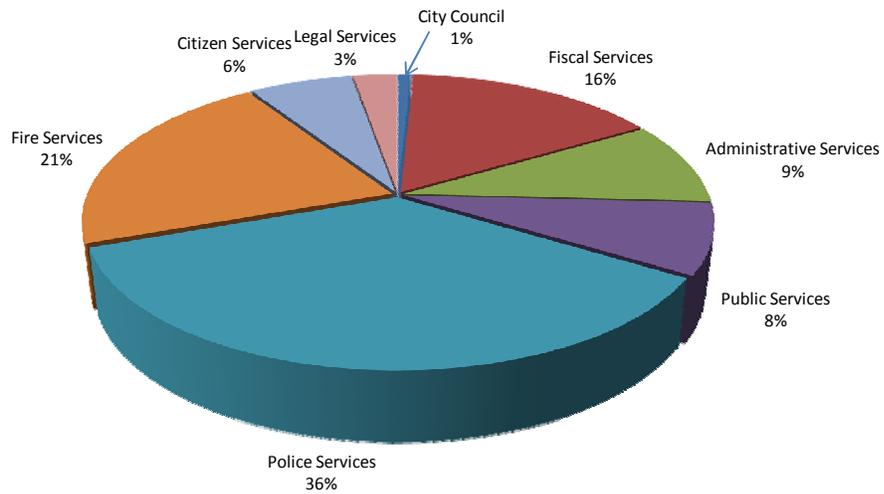
	ACTUAL 2007/2008	ADOPTED 2008/2009	AMENDED 2008/2009	ORIGINAL 2009/2010	REQUEST 2009/2010
<b>City Council (101)</b>	<b>\$ 107,027</b>	<b>\$ 108,790</b>	<b>\$ 110,554</b>	<b>\$ 110,595</b>	<b>\$ 111,754</b>
<b>% OF TOTAL EXPENDITURES</b>	<b>1%</b>	<b>1%</b>	<b>1%</b>	<b>1%</b>	<b>1%</b>
<b>FISCAL SERVICES</b>					
Finance - Accounting (201)	\$ 263,314	\$ 272,734	\$ 275,673	\$ 278,834	\$ 276,908
Finance - Assessor (209)	\$ 80,368	\$ 83,188	\$ 82,297	\$ 86,108	\$ 82,605
Finance - Treasurer (253)	\$ 297,799	\$ 199,443	\$ 193,777	\$ 198,656	\$ 197,714
Transfers & Contributions (967)					
To Local Streets Fund (203)	\$ -	\$ -	\$ -	\$ -	\$ -
To Capital Improvement Fund (414)	\$ 292,514	\$ 342,572	\$ 336,340	\$ 301,825	\$ 448,905
To CBBG Fund (252)-For Water Street costs	\$ 50,000	\$ 50,000	\$ 150,000	\$ 50,000	\$ 125,000
To Retirees Health Care Fund (736)-General Retirees	\$ 463,600	\$ 610,640	\$ 531,710	\$ 644,736	\$ 472,605
To Land Revolving Fund (412)-Bitmore payment	\$ 52,500	\$ 52,500	\$ 52,500	\$ 52,500	\$ 52,500
To Major Streets Fund (202)	\$ 4,439	\$ -	\$ -	\$ -	\$ 804,144
To Debt Administration YCUA and Water Street project (477)	\$ 250,000	\$ 300,000	\$ 300,000	\$ 304,135	\$ 534,382
Ypsilanti District Library	\$ 11,622	\$ 11,622	\$ 11,622	\$ 11,622	\$ 11,622
Ann Arbor Transit Authority	\$ 126,425	\$ 274,000	\$ 226,756	\$ 158,967	\$ 158,967
Ann Arbor Spark	\$ 8,500	\$ 8,500	\$ 8,500	\$ 8,500	\$ 8,500
<b>SUBTOTAL</b>	<b>\$ 1,903,505</b>	<b>\$ 2,205,199</b>	<b>\$ 2,169,175</b>	<b>\$ 2,095,883</b>	<b>\$ 3,173,852</b>
<b>% OF TOTAL EXPENDITURES</b>	<b>14%</b>	<b>16%</b>	<b>16%</b>	<b>15%</b>	<b>21%</b>
<b>ADMINISTRATIVE SERVICES</b>					
City Manager (172)	\$ 224,470	\$ 204,911	\$ 209,738	\$ 210,018	\$ 209,628
Community Services (173)	\$ 542	\$ 1,060	\$ 710	\$ 1,092	\$ 761
Human Resources (226)	\$ 210,286	\$ 153,486	\$ 157,992	\$ 158,353	\$ 171,501
Ordinance Enforcement (341)	\$ 141,178	\$ 138,574	\$ 133,608	\$ 142,200	\$ 85,500
Building Inspection (371)	\$ 374,154	\$ 426,080	\$ 354,212	\$ 444,566	\$ 362,186
Planning & Development (801)	\$ 280,104	\$ 179,341	\$ 177,471	\$ 183,927	\$ 182,327
Non Motorized Plan Grant (805)	\$ -	\$ -	\$ 4,571	\$ -	\$ 3,429
Cost of Property Sales (269-278)	\$ 8,698	\$ 5,500	\$ 8,013	\$ -	\$ 2,900
Beyer Memorial Grant - Senior Center (694)	\$ 2,609	\$ -	\$ 2,150	\$ -	\$ -
Parkridge Community Center (696)	\$ 56,909	\$ 124,718	\$ 95,870	\$ 157,075	\$ 116,870
Swimming Pool (697)	\$ 75,827	\$ 75,970	\$ 75,970	\$ 75,970	\$ 75,970
Senior Center - 2006 Calendar & Beyond (707)	\$ 41,849	\$ 49,914	\$ 49,914	\$ 51,411	\$ 51,411
Senior Center - Ann Arbor Community Foundation Grant (695)	\$ -	\$ -	\$ 5,000	\$ -	\$ -
Freighthouse Café (725)	\$ 278	\$ -	\$ -	\$ -	\$ -
<b>SUBTOTAL</b>	<b>\$ 1,416,904</b>	<b>\$ 1,359,554</b>	<b>\$ 1,275,219</b>	<b>\$ 1,424,612</b>	<b>\$ 1,262,483</b>
<b>% OF TOTAL EXPENDITURES</b>	<b>10%</b>	<b>10%</b>	<b>9%</b>	<b>10%</b>	<b>8%</b>
<b>PUBLIC SERVICES</b>					
Public Building Maintenance (265)	\$ 316,381	\$ 399,651	\$ 364,645	\$ 412,897	\$ 359,856
Administration (441)	\$ 100,900	\$ 26,651	\$ 23,203	\$ 27,451	\$ 21,854
Special Events (442)	\$ 62,515	\$ 86,143	\$ 77,848	\$ 88,623	\$ 79,010
Parking Lots (444)	\$ 84,937	\$ 75,431	\$ 81,711	\$ 77,693	\$ 82,027
Streetlighting (450)	\$ 433,693	\$ 447,558	\$ 447,558	\$ 460,985	\$ 460,985
Parks (717)	\$ 150,105	\$ 85,161	\$ 89,266	\$ 87,716	\$ 93,669
<b>SUBTOTAL</b>	<b>\$ 1,148,531</b>	<b>\$ 1,120,595</b>	<b>\$ 1,084,231</b>	<b>\$ 1,155,365</b>	<b>\$ 1,097,401</b>
<b>% OF TOTAL EXPENDITURES</b>	<b>8%</b>	<b>8%</b>	<b>8%</b>	<b>8%</b>	<b>7%</b>
<b>POLICE SERVICES</b>					
Administration (305)	\$ 261,897	\$ 307,292	\$ 304,198	\$ 318,521	\$ 307,944
Field Services (307)	\$ 4,551,994	\$ 4,513,082	\$ 4,303,752	\$ 4,669,912	\$ 4,452,692
Parking Enforcement (311)	\$ 100,829	\$ 106,595	\$ 102,667	\$ 110,229	\$ 105,255
LAWNET Grant (312)	\$ 20,439	\$ 29,615	\$ 29,667	\$ 30,506	\$ 28,529
LAWNET Grant (316)	\$ 72,787	\$ 86,176	\$ 86,112	\$ 89,306	\$ 83,585
School Liaison Contract (317)	\$ 104,414	\$ 111,174	\$ 113,266	\$ 114,011	\$ 109,411
Bullet Proof Vest (325)	\$ 2,944	\$ 2,000	\$ -	\$ 2,000	\$ 2,000
Justice Assistance Grant (328)	\$ 24,971	\$ -	\$ -	\$ -	\$ 145,166
<b>SUBTOTAL</b>	<b>\$ 5,140,275</b>	<b>\$ 5,155,934</b>	<b>\$ 4,939,662</b>	<b>\$ 5,334,485</b>	<b>\$ 5,234,582</b>
<b>% OF TOTAL EXPENDITURES</b>	<b>37%</b>	<b>37%</b>	<b>36%</b>	<b>37%</b>	<b>35%</b>
<b>FIRE SERVICES</b>					
Administration (337)	\$ 191,777	\$ 215,278	\$ 205,584	\$ 221,847	\$ 206,719
Suppression (339)	\$ 2,709,814	\$ 2,497,239	\$ 2,614,699	\$ 2,563,688	\$ 2,554,857
Homeland Security Grant (343)	\$ -	\$ -	\$ 100,000	\$ -	\$ -
<b>SUBTOTAL</b>	<b>\$ 2,901,591</b>	<b>\$ 2,712,517</b>	<b>\$ 2,920,283</b>	<b>\$ 2,785,535</b>	<b>\$ 2,761,576</b>
<b>% OF TOTAL EXPENDITURES</b>	<b>21%</b>	<b>19%</b>	<b>21%</b>	<b>20%</b>	<b>18%</b>
<b>CITIZEN SERVICES</b>					
Voters Registration (191)	\$ 47,200	\$ 56,920	\$ 56,575	\$ 47,127	\$ 49,790
School Election (192)	\$ 13,976	\$ 13,544	\$ 13,544	\$ 13,544	\$ 12,864
County Election (193)	\$ 10,791	\$ 62,278	\$ 34,800	\$ 12,537	\$ 12,537
City Clerk (215)	\$ 152,674	\$ 172,363	\$ 162,233	\$ 173,951	\$ 159,865
Bonds, Insurance, Workers Comp (851)	\$ 698,092	\$ 708,252	\$ 622,281	\$ 781,724	\$ 658,488
<b>SUBTOTAL</b>	<b>\$ 922,733</b>	<b>\$ 1,013,357</b>	<b>\$ 889,433</b>	<b>\$ 1,028,883</b>	<b>\$ 893,544</b>
<b>% OF TOTAL EXPENDITURES</b>	<b>7%</b>	<b>7%</b>	<b>6%</b>	<b>7%</b>	<b>6%</b>
<b>LEGAL SERVICES</b>					
General (210)	\$ 52,140	\$ 52,140	\$ 52,140	\$ 52,000	\$ 52,140
Ordinance Prosecution (211)	\$ 105,000	\$ 105,000	\$ 105,000	\$ 105,000	\$ 105,000
Litigation/Appeal (212)	\$ 96,636	\$ 190,000	\$ 190,000	\$ 100,000	\$ 190,000
Personnel Litigation (213)	\$ 45,935	\$ 50,000	\$ 35,000	\$ 50,000	\$ 50,000
<b>SUBTOTAL</b>	<b>\$ 299,711</b>	<b>\$ 397,140</b>	<b>\$ 382,140</b>	<b>\$ 307,000</b>	<b>\$ 397,140</b>
<b>% OF TOTAL EXPENDITURES</b>	<b>2%</b>	<b>3%</b>	<b>3%</b>	<b>2%</b>	<b>3%</b>
<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>\$ 13,840,277</b>	<b>\$ 14,073,086</b>	<b>\$ 13,770,697</b>	<b>\$ 14,242,358</b>	<b>\$ 14,932,332</b>
<b>% TOTAL</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>EXCESS OF REVENUE OVER EXPENDITURE</b>	<b>\$ 1,085,180</b>	<b>\$ 128,070</b>	<b>\$ 1,569,483</b>	<b>\$ 49,243</b>	<b>\$ 31,591</b>

## CITY OF YPSILANTI

### AMENDED 2008/2009 GENERAL FUND REVENUES

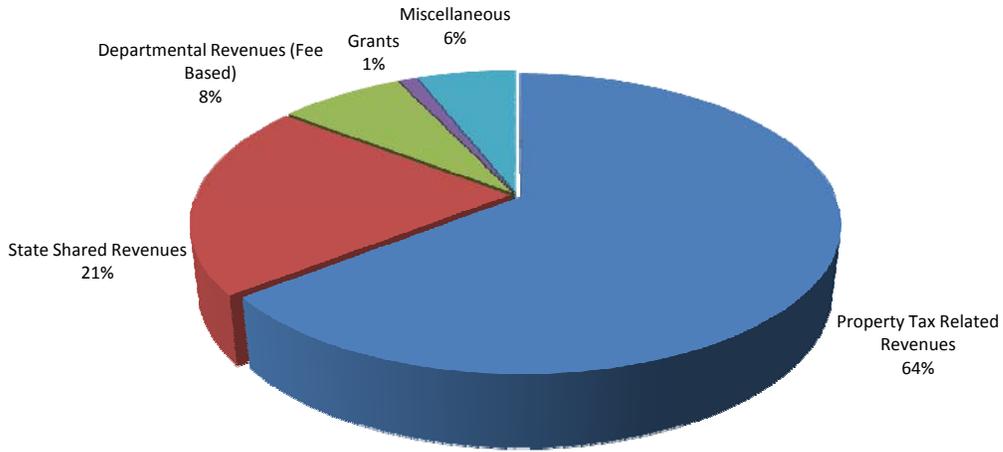


### AMENDED 2008/2009 GENERAL FUND EXPENSES

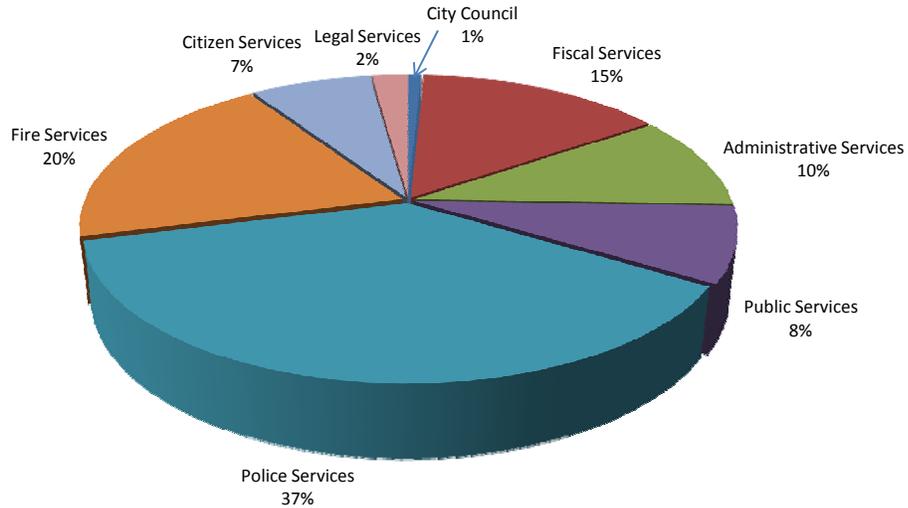


## CITY OF YPSILANTI

### ORIGINAL 2009/2010 GENERAL FUND REVENUES

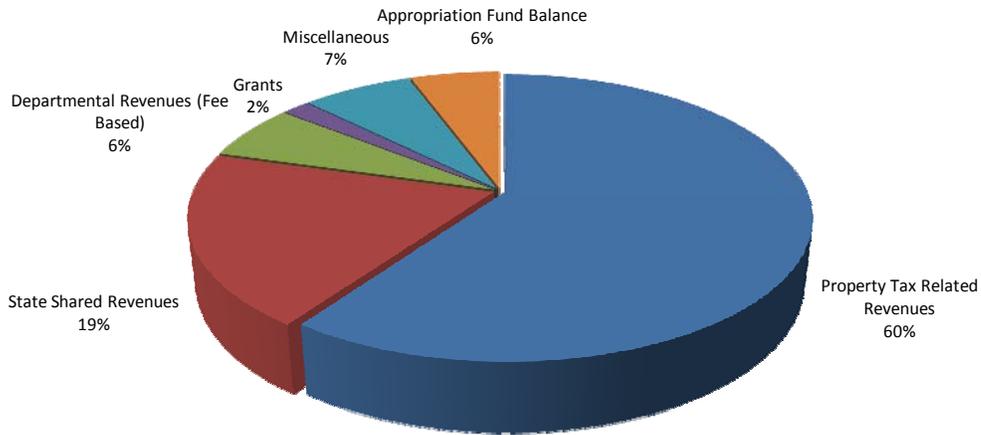


### ORIGINAL 2009/2010 GENERAL FUND EXPENSES

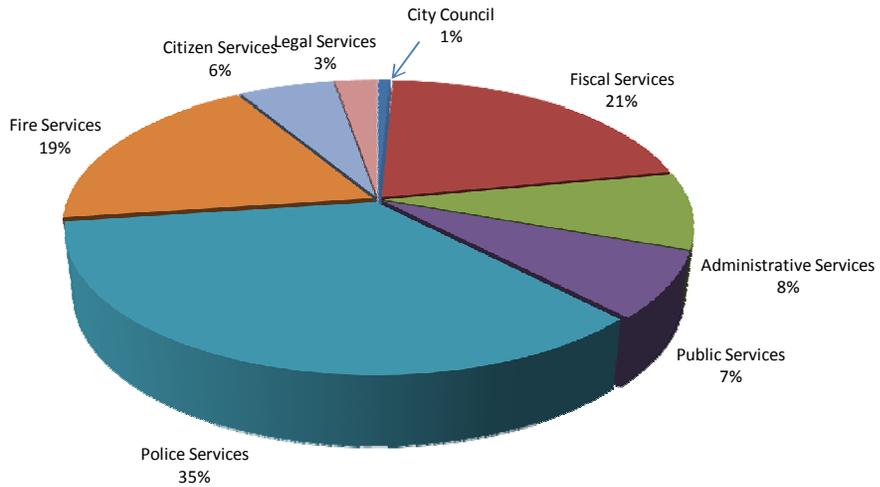


## CITY OF YPSILANTI

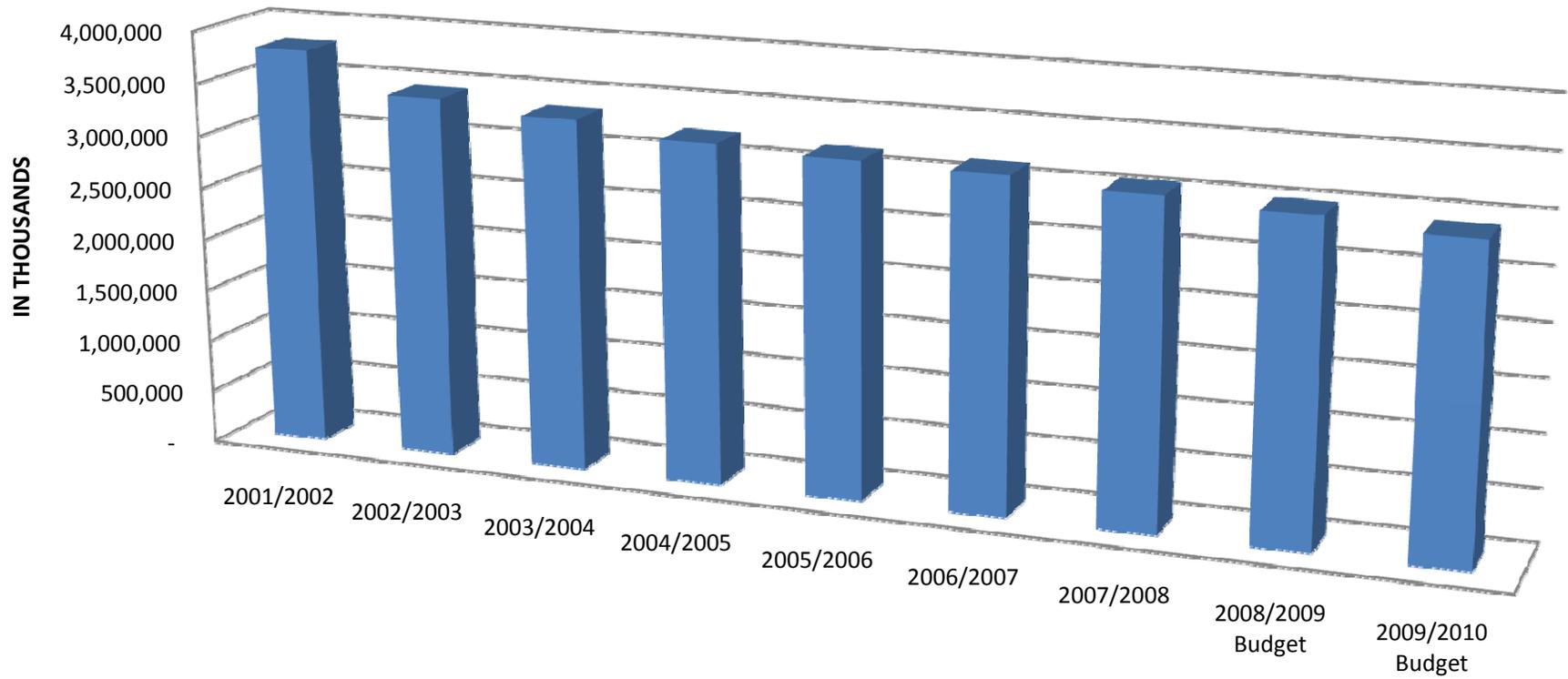
### REQUESTED 2009/2010 GENERAL FUND REVENUES

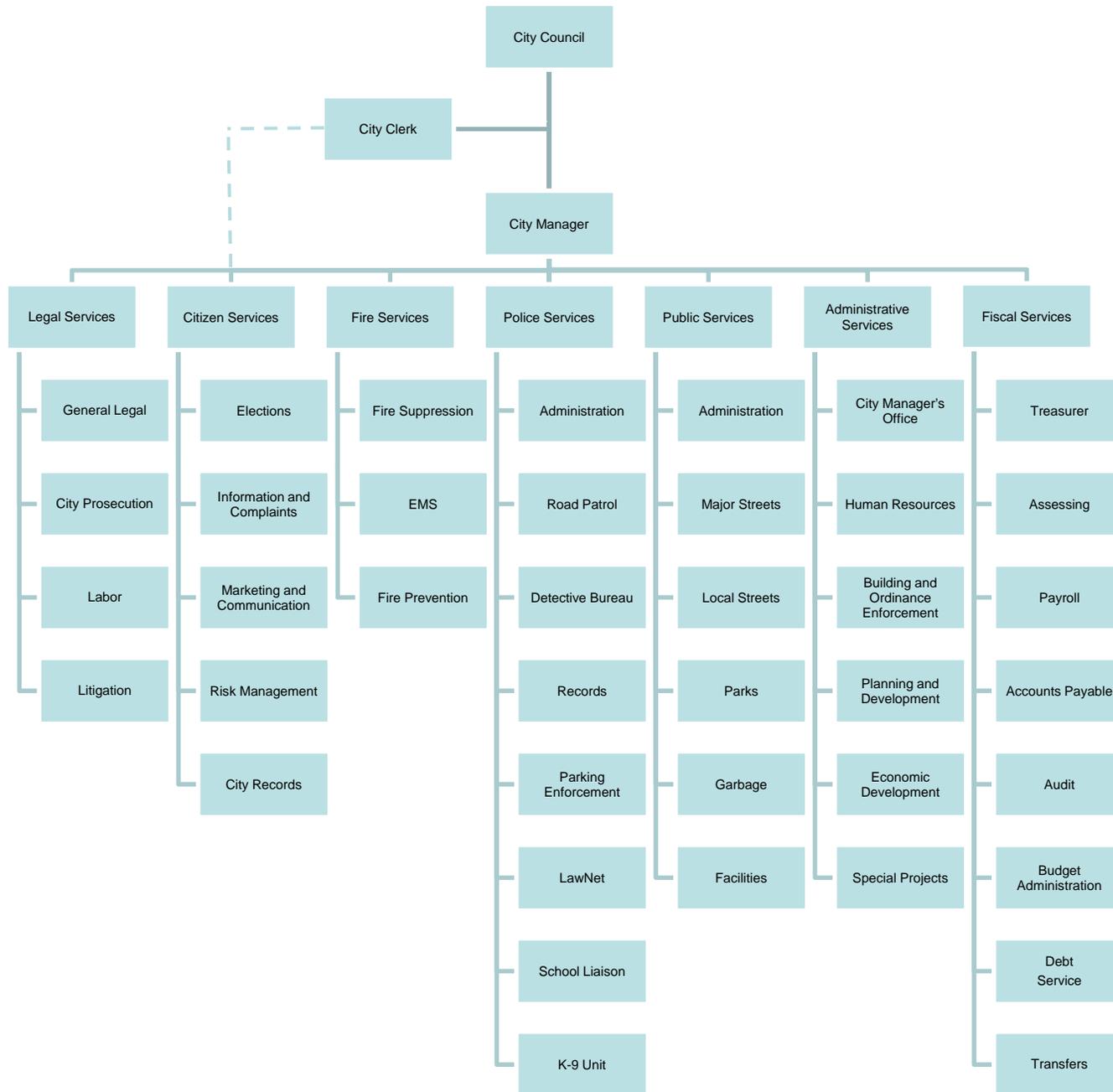


### REQUESTED 2009/2010 GENERAL FUND EXPENSES



## City of Ypsilanti State Shared Revenues





BUDGETED FISCAL YEAR 2009-2010 FULL TIME EQUIVALENT POSITIONS BY DEPARTMENT/DIVISION

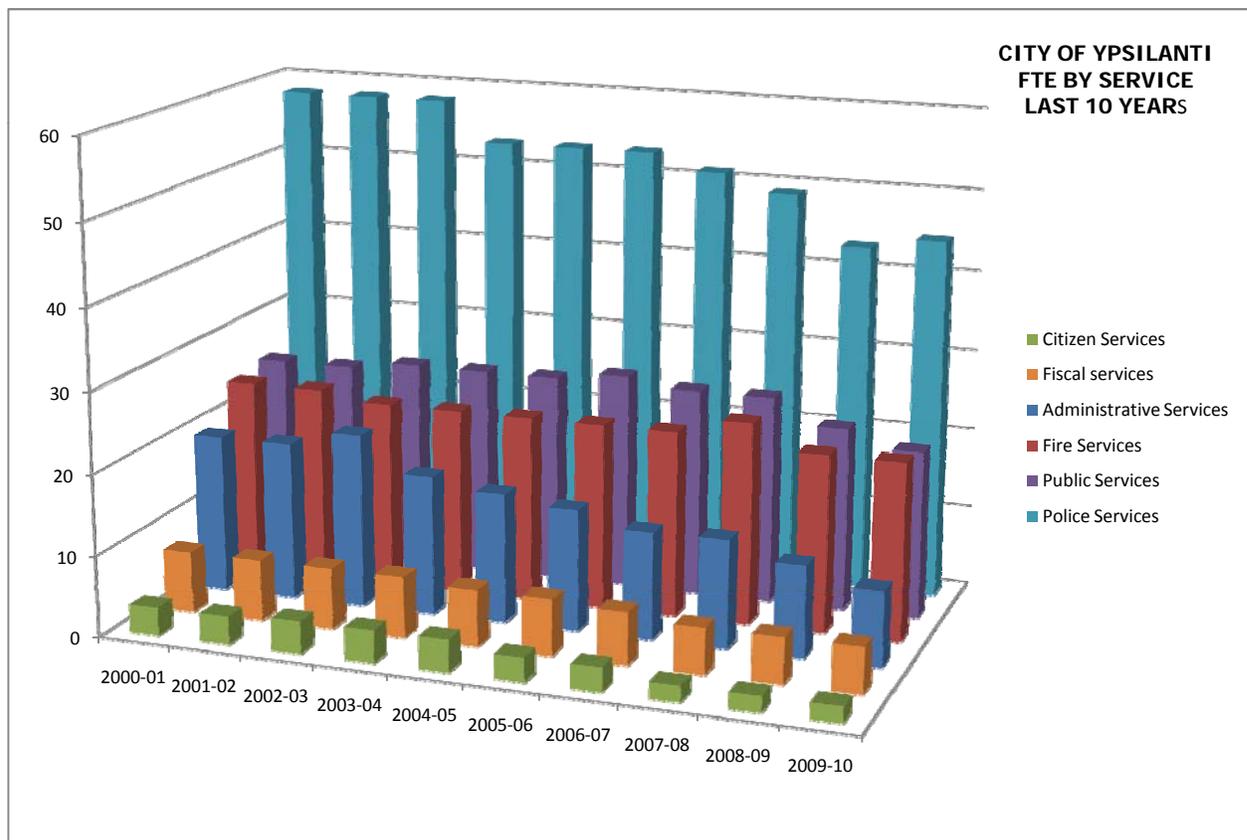
POSITION	CLERK'S OFFICE	MANAGER'S OFFICE	FINANCE	TREASURER'S OFFICE	ASSESSOR'S OFFICE	HUMAN RESOURCES & WC	POLICE	FIRE	BUILDING & ORDINANCE	PUBLIC SERVICES	RECREATION	PLANNING & DEVELOPMENT	TOTAL
City Manager	1.00												1.00
Director of Administrative Services	0.25				0.25			0.25				0.25	1.00
Office Manager									1.00				1.00
City Clerk	1.00												1.00
City Assessor				1.00									1.00
Deputy City Clerk	0.50												0.50
City Treasurer			1.00										1.00
Accounting Supervisor			0.70		0.30								1.00
Finance Director			1.00										1.00
Human Resources Manager					1.00								1.00
Planner II												1.00	1.00
DPW Director									1.00				1.00
Building Manager								0.25					0.25
Secretary II								2.00					2.00
Records Clerk							2.00						2.00
Account Clerk II									0.75				0.75
Payroll Technician			1.00										1.00
Accounting Technician			0.50	0.50									1.00
Dispatcher							2.00	2.00					4.00
Elections Clerk	0.50												0.50
Executive Secretary		0.60					1.00					0.40	2.00
Parking Enforcement Officer							2.00						2.00
Police Officer							26.00						26.00
Police Officer-3 Part time @ 32 hours/wk							2.40						2.40
Police Sergeant							5.00						5.00
Police Lieutenant							3.00						3.00
Police Chief							1.00						1.00
Firefighter								13.00					13.00

BUDGETED FISCAL YEAR 2009-2010 FULL TIME EQUIVALENT POSITIONS BY DEPARTMENT/DIVISION

POSITION	CLERK'S OFFICE	MANAGER'S OFFICE	FINANCE	TREASURER'S OFFICE	ASSESSOR'S OFFICE	HUMAN RESOURCES OFFICE	HUMAN RESOURCES & WC	POLICE	FIRE	BUILDING & ORDINANCE	PUBLIC SERVICES	RECREATION	PLANNING & DEVELOPMENT	TOTAL
Fire Lieutenant									3.00					3.00
Fire Captain									3.00					3.00
Fire Marshal									0.50					0.50
Fire Chief									0.50					0.50
Equipment Operator										9.00				9.00
Heavy Equipment Operator										3.00				3.00
Mechanic										2.00				2.00
General Superintendent										1.00				1.00
General Foreman-Streets										1.00				1.00
General Foreman-Garbage & Rubbish										1.00				1.00
Housing Inspector									1.75					1.75
Sign Specialist										1.00				1.00
TOTALS	2.00	1.85	3.20	1.50	1.00	1.55	44.40	22.00	4.25	20.75	0.00	1.65		104.15
DIFFERENCE FROM PREVIOUS YEAR	0.00	0.00	0.00	0.00	0.00	0.00	1.40	0.00	-2.00	-2.00	0.00	0.00		-2.60
% CHANGE FROM PREVIOUS YEAR	0%	0%	0%	0%	0%	0%	3%	0%	-32%	-9%	0%	0%		-2%

**CITY OF YPSILANTI  
BUDGETED FULL TIME EMPLOYEES BY SERVICE  
LAST TEN FISCAL YEARS**

SERVICES	2000-01	2001-02	2002-03	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10
<b>Administrative Services</b>										
City Manager	2.5	2.5	2.75	2.5	2	2.5	2	2.1	1.85	1.85
Human Resources	2	2	2	2	2	2	1.8	1.9	1.55	1.55
Building and Ordinance Enf.	5.5	5.5	7	6	6	6	6	6	6.25	4.25
Planning	5	5	5	5	5	4.5	3.5	3.4	1.65	1.65
Recreation	4.5	4.5	4.75	1.75	1	0	0	0	0	0
<b>Administrative Services</b>	<b>19.5</b>	<b>19.5</b>	<b>21.5</b>	<b>17.25</b>	<b>16</b>	<b>15</b>	<b>13.3</b>	<b>13.4</b>	<b>11.3</b>	<b>9.3</b>
<b>Fiscal services</b>										
Accounting Division	3	3	3	3	3	3	2.7	3.2	3.2	3.2
Assessing Division	2	2	2	2	2	2	2	1	1	1
Treasury Division	2.5	2.5	2.5	2.5	2	2	1.8	1.5	1.5	1.5
<b>Fiscal services</b>	<b>7.5</b>	<b>7.5</b>	<b>7.5</b>	<b>7.5</b>	<b>7</b>	<b>7</b>	<b>6.5</b>	<b>5.7</b>	<b>5.7</b>	<b>5.7</b>
<b>Citizen Services</b>	<b>3.5</b>	<b>3.5</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>3</b>	<b>3</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>Fire Services</b>	<b>24</b>	<b>24</b>	<b>23</b>	<b>23</b>	<b>23</b>	<b>23</b>	<b>23</b>	<b>25</b>	<b>22</b>	<b>22</b>
<b>Public Services</b>	<b>24.75</b>	<b>24.75</b>	<b>25.75</b>	<b>25.75</b>	<b>25.75</b>	<b>26.75</b>	<b>25.75</b>	<b>25.75</b>	<b>22.75</b>	<b>20.75</b>
<b>Police Services</b>	<b>58</b>	<b>58</b>	<b>58</b>	<b>53</b>	<b>53</b>	<b>53</b>	<b>51</b>	<b>49</b>	<b>43</b>	<b>44.4</b>
<b>Total FTE</b>	<b>137.25</b>	<b>137.25</b>	<b>139.75</b>	<b>130.50</b>	<b>128.75</b>	<b>127.75</b>	<b>122.55</b>	<b>120.85</b>	<b>106.75</b>	<b>104.15</b>



City of Ypsilanti, Michigan  
Major Road Improvements Project Summary

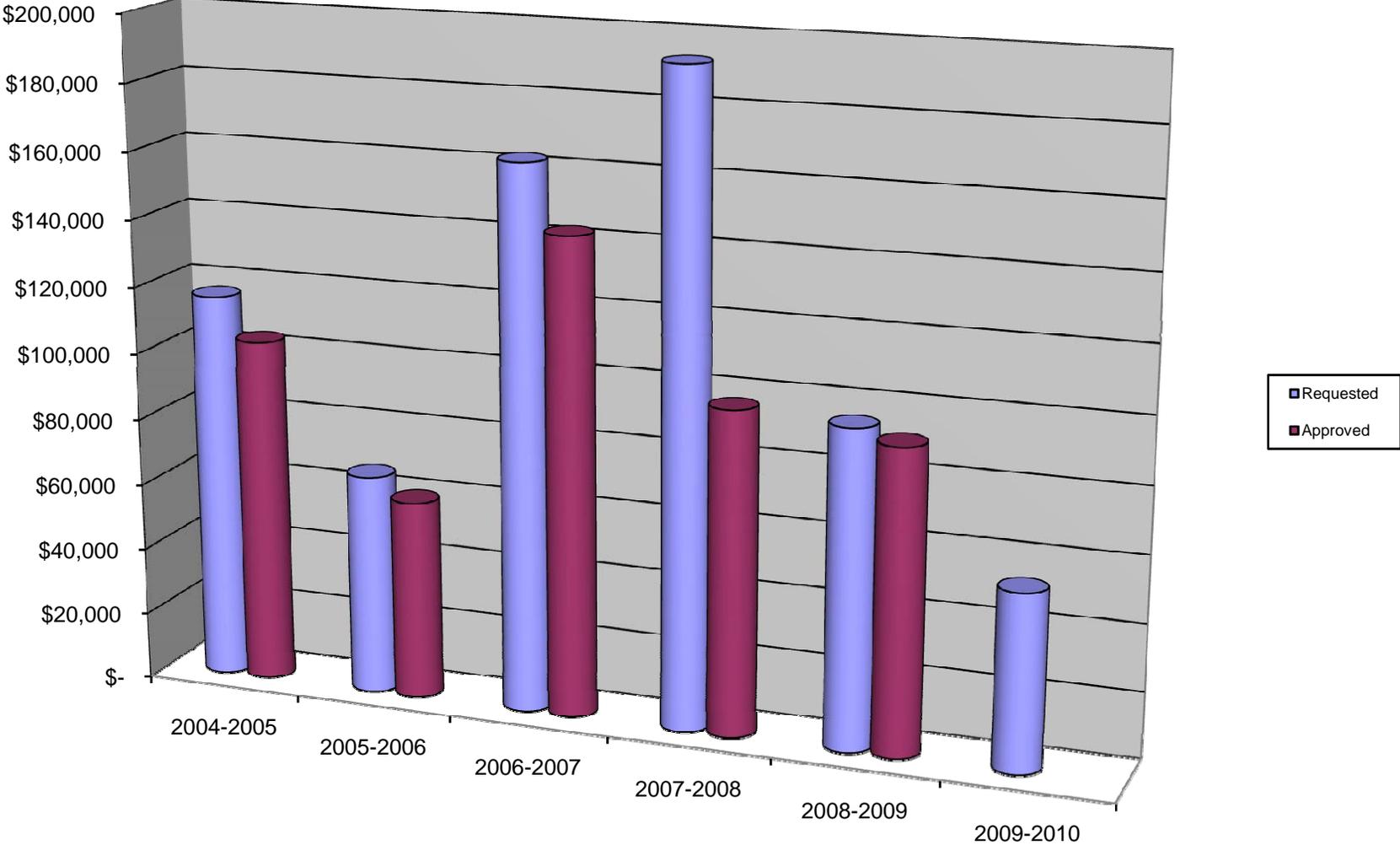
PASER****	SEMCOG	PROJECT NAME	LIMITS		Const Year	Estimated Paving Costs	Construction Cost Share		Est Engineering		Total Paving Cost	Total City Cost	Total Federal Cost
			South / West FROM	North / East TO			Federal Portion	City Portion	Design	Construction			
2		2307 College Place	Cross	Forest	2011-2015	\$173,000	\$139,000	\$35,000	\$21,000	\$30,000	\$225,000	\$86,000	\$139,000
2		2311 Mansfield	Westmoorland	Washtenaw	2005	\$266,000	\$213,000	\$54,000	\$32,000	\$46,000	\$345,000	\$132,000	\$213,000
2		4332 Mansfield*	Congress	Westmoorland	2006-2010	\$246,000	\$197,000	\$50,000	\$30,000	\$42,000	\$319,000	\$122,000	\$197,000
2		Mansfield***	Dead End	Michigan		\$650,000	\$375,000	\$275,000	\$41,000	\$111,000	\$802,000	\$427,000	\$375,000
2.5		2308 Cornell	Washtenaw	Huron River Drive	2011-2015	\$1,052,000	\$842,000	\$211,000	\$127,000	\$179,000	\$1,359,000	\$517,000	\$842,000
3		2034 Adams	Michigan	Cross	2006-2010	\$459,000	\$368,000	\$92,000	\$56,000	\$79,000	\$595,000	\$227,000	\$368,000
3		2468 Cross E	Huron	River	2016-2020	\$376,000	\$301,000	\$76,000	\$46,000	\$64,000	\$487,000	\$186,000	\$301,000
3		2468 Cross E	River	Prospect	2016-2020	\$431,000	\$345,000	\$87,000	\$52,000	\$74,000	\$558,000	\$213,000	\$345,000
3		4333 Cross W	Wallace	Washtenaw	2026-2030	\$568,000	\$455,000	\$114,000	\$69,000	\$97,000	\$735,000	\$280,000	\$455,000
3		2433 Forest	College Place	Prospect	2021-2025	\$1,385,000	\$1,108,000	\$277,000	\$167,000	\$236,000	\$1,788,000	\$680,000	\$1,108,000
3		Grove	Emerick	I-94 Overpass		\$362,000	\$290,000	\$73,000	\$44,000	\$62,000	\$469,000	\$179,000	\$290,000
3		2202 Huron	Cross	Lowell	2006-2010	\$795,000	\$636,000	\$159,000	\$96,000	\$136,000	\$1,027,000	\$391,000	\$636,000
3		2202 Huron River Drive	Cornell	Lowell	2006-2010	\$1,415,000	\$1,132,000	\$283,000	\$170,000	\$241,000	\$1,826,000	\$694,000	\$1,132,000
3		2434 Prospect	Cross	Holmes	2021-2025	\$646,000	\$517,000	\$130,000	\$78,000	\$110,000	\$835,000	\$318,000	\$517,000
3		River	1200' N of Holmes	N City Limit		\$293,000	\$235,000	\$59,000	\$36,000	\$50,000	\$380,000	\$145,000	\$235,000
3.5		Emerick*	Tyler	Maus		\$117,000		\$117,000	\$15,000	\$20,000	\$152,000	\$152,000	\$0
3.5		2206 River	Michigan	Forest	2006-2010	\$676,000	\$541,000	\$136,000	\$82,000	\$115,000	\$874,000	\$333,000	\$541,000
3.5		2473 Spring Street	Huron St	Chidester	2016-2020	\$351,000	\$281,000	\$71,000	\$43,000	\$60,000	\$455,000	\$174,000	\$281,000
4		2468 Cross E	Prospect	East City Limit	2016-2020	\$390,000	\$312,000	\$78,000	\$47,000	\$67,000	\$504,000	\$192,000	\$312,000
4		4333 Cross W	Courtland	Douglas	2026-2030	\$284,000	\$228,000	\$57,000	\$35,000	\$49,000	\$369,000	\$141,000	\$228,000
4		4333 Cross W	Douglas	Wallace	2026-2030	\$497,000	\$398,000	\$100,000	\$60,000	\$85,000	\$643,000	\$245,000	\$398,000
4		2473 Factory	Stewart	Grove	2016-2020	\$317,000	\$254,000	\$64,000	\$39,000	\$54,000	\$411,000	\$157,000	\$254,000
4		2473 Factory	Grove	Prospect	2016-2020	\$192,000	\$154,000	\$39,000	\$24,000	\$33,000	\$250,000	\$96,000	\$154,000
4		Harriett	First	Hamilton		\$634,000	\$508,000	\$127,000	\$77,000	\$108,000	\$820,000	\$312,000	\$508,000
4		2309 Harriett	Hamilton	Huron	2011-2015	\$376,000	\$301,000	\$76,000	\$46,000	\$64,000	\$487,000	\$186,000	\$301,000
4		2472 Prospect	Grove	Cross	2016-2020	\$1,317,000	\$1,054,000	\$264,000	\$159,000	\$224,000	\$1,701,000	\$647,000	\$1,054,000
4		2473 Spring Street	Chidester	Catherine	2016-2020	\$227,000	\$182,000	\$46,000	\$28,000	\$39,000	\$295,000	\$113,000	\$182,000
5		2431 Congress	S. Congress	Ballard	2021-2025	\$874,000	\$700,000	\$175,000	\$105,000	\$149,000	\$1,129,000	\$429,000	\$700,000
5		Hamilton Street	Washtenaw	Forest		\$408,000	\$327,000	\$82,000	\$49,000	\$70,000	\$528,000	\$201,000	\$327,000
5		2431 S. Congress	Mansfield	Congress	2021-2025	\$330,000	\$264,000	\$66,000	\$40,000	\$57,000	\$427,000	\$163,000	\$264,000
7		2312 Maus	Prospect	Emerick	2011-2015	\$443,000	\$355,000	\$89,000	\$54,000	\$76,000	\$574,000	\$219,000	\$355,000
		2123 Factory/Spring Bridge**	Bridge Over Huron River		2005	\$567,000	\$539,000	\$29,000	\$69,000	\$97,000	\$734,000	\$195,000	\$539,000
		2310 Leforge Bridge**	Bridge Over Huron River		2011-2015	\$353,000	\$336,000	\$18,000	\$33,000	\$50,000	\$437,000	\$101,000	\$336,000

\* Assume 50/50 split with Washtenaw County

\*\* Bridge Program

\*\*\* TEDF Funding

### City of Ypsilanti Capital Equipment



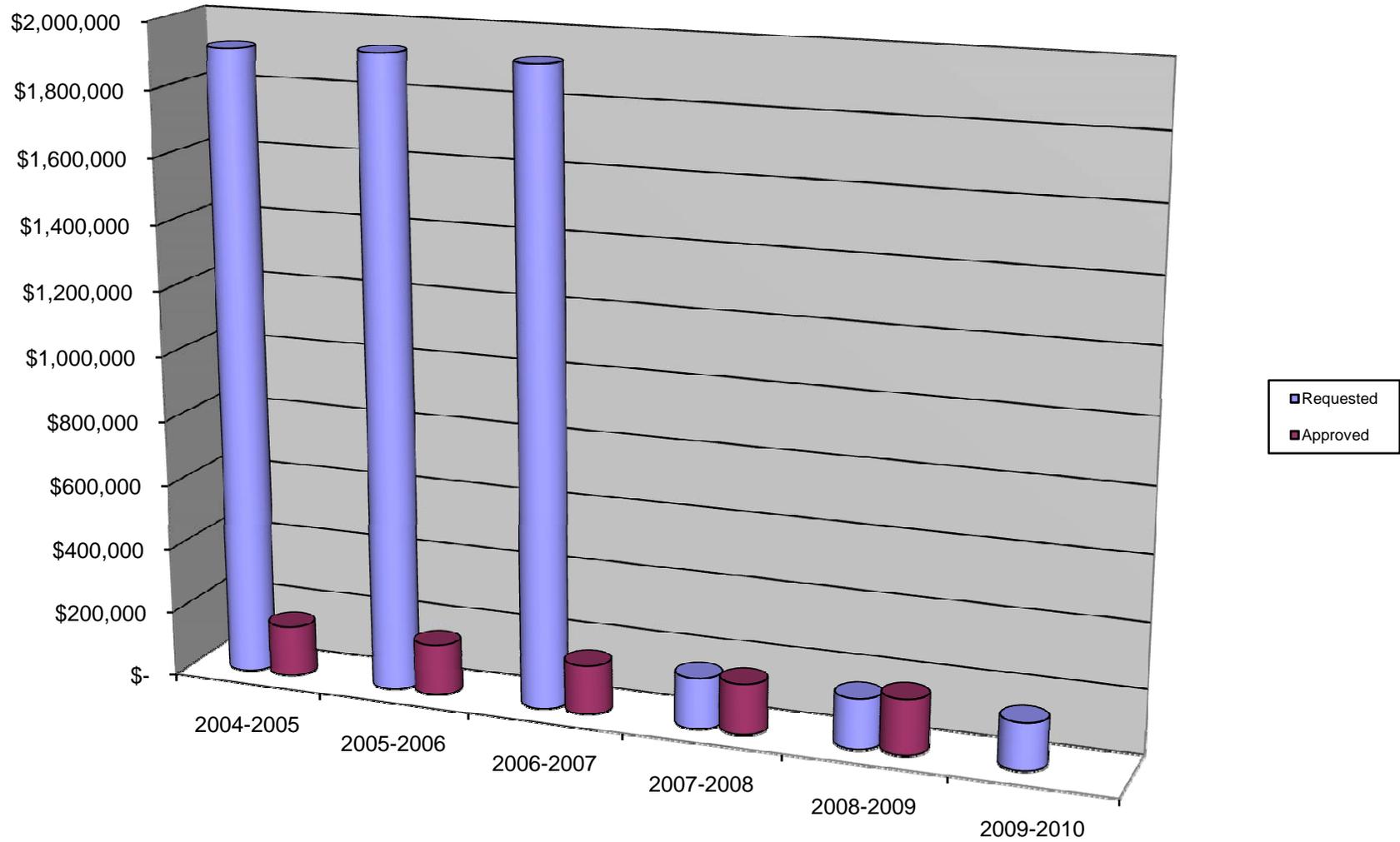
City of Ypsilanti  
Capital Equipment

	REQUEST	REQUEST	REQUEST	REQUEST	REQUEST
Department:	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014
<b>FINANCE DEPARTMENT</b>					
<b>414-459-987-20</b>					
ACCOUNTING					
*No requests					
ASSESSING					
*No requests					
TREASURER					
*No requests					
<b>BUILDING DEPARTMENT</b>					
<b>414-459-987-05</b>					
Digital Camera replacement	\$ -			\$ 400	
<b>CITY CLERK</b>					
<b>414-459-987-15</b>					
2 Voting Booths					
Audio System-Council chamber and lowr level meeting room	\$ 22,000				
<b>CITY MANAGER</b>					
<b>414-459-987-14</b>					
*No requests					
<b>DEPT OF PUBLIC WORKS</b>					
<b>414-459-987-50</b>					
Diagnostic Software for Motorpool	\$ 2,000				
Storage Shelves for Pod	\$ 400				
Heated Power Washer for Wash Bay	\$ 6,000				
Camera		\$ 200			
<b>FIRE</b>					
<b>414-459-987-45</b>					
Contractual replace fire fighter fitness equipment	\$100	\$100	\$100	\$100	
Contractual replace dorm privacy curtains					
GPS Units for fire trucks (functional district)	\$ 3,000	\$ 1,000			
New fire hose	\$1,000	\$1,000	\$1,000	\$1,000	
4 Gas Monitors					
<b>HUMAN RESOURCES</b>					
<b>414-459-987-30</b>					
File Cabinets	\$ 1,200	\$ 1,400	\$ 1,600	\$ 1,800	
<b>PLANNING &amp; DEVELOPMENT</b>					
<b>414-459-987-60</b>					
Administration					
Bookcase			\$ 300		
Dry Erase Conference Board					
Facsimile Machine (Share w/Mgr's Office)			\$ 600		
<b>POLICE</b>					
<b>414-459-987-40</b>					
Bullet Resistant Vests (officers) 101-325-757-00	\$ 2,000				
Bullet Resistant Vests (New Hires)DFF	\$ 2,500	\$ 2,750	\$ 3,000		
Bullet Resistant Vests (SRT) DFF			\$ 25,000		
Bullet Resistant Vests (Patrol)				\$ 22,000	22000
Canine Unit DFF	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	5000
Rifle Bandoleers (SRT) DFF					
Protective Goggles (SRT) DFF					
BDU Uniforms (SRT) DFF					

City of Ypsilanti  
Capital Equipment

	REQUEST	REQUEST	REQUEST	REQUEST	REQUEST
Department:	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014
Glock .40 cal. Magazines (10) (SRT) DFF	200				
Patrol Rifles (Patrol) DFF					
Surveillance Video Monitor & Stand (DB) DFF					
Surveillance Monocular (DB) DFF					
Binoculars (DB) DFF					
Digital Camera (ETU) DFF					
Property Room Supplies DFF	500				
Colt .223 caliber Rifles (8) (SRT) DFF					
Chairs for Report Writing Area (4 Replacements)	\$ 1,600	\$ 1,600			
PHONE SYSTEM UPGRADE - DPS (PSAP)					
ENT Call Box (Hos. Neg.) PSAP					
DISPATCH SUPPLIES PSAP					
Dispatch Center Renovation PSAP		\$ 100,000			
<b>RECREATION</b>					
<b>414-459-987-55</b>					
<b>SENIOR CENTER</b>					
Tables (Banquet)	\$ 300	\$ 300			
Curtains					
Furniture for Lobby & Reading Room	\$ 2,500				
<b>PARKRIDGE COMM CENTER</b>					
Gym Mats (30 replacement)		\$ 2,000	\$ 2,000		
Foosball Table (replacement)	\$ 900				
Air Hockey Game Table (new)					
Chairs (50)					
Ping Pong Table (replacement)	\$ 1,000				
Tables (6 - round tables for Library)		\$ 500			
Trash Containers (2)		\$ 600			
Digital Camera (for programs & facility use)					
<b>TOTAL CAPITAL REQUESTS</b>	<b>\$ 53,100</b>	<b>\$ 116,450</b>	<b>\$ 38,600</b>	<b>\$ 30,300</b>	<b>\$ 27,000</b>
<b>ADMINISTRATION RECOMMENDATION:</b>					
<b>From Parkridge Donations (#101-000-279-00)</b>	\$ 1,900	\$ 3,100	\$ 2,000	\$ -	\$ -
<b>From Senior Center Donations (#101-000-280-00)</b>	\$ 2,800	\$ 300	\$ -	\$ -	\$ -
<b>General Fund 101-325-757-00</b>	\$ 2,000	\$ -	\$ -	\$ -	\$ -
<b>From DFF Funds (#265-333-964-04)</b>	\$ 9,100	\$ 7,750	\$ 33,000	\$ 27,000	\$ 27,000
<b>From PSAP Funds (#265-334-964-04)</b>	\$ -	\$ 100,000	\$ -	\$ -	\$ -
<b>From Workers Comp Fund (#677-871-818-00)</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>FY20 09/10 General Fund (#414-000-667-01)</b>	\$ 37,300	\$ 5,300	\$ 3,600	\$ 3,300	\$ -
<b>TOTAL</b>	<b>\$ 53,100</b>	<b>\$ 116,450</b>	<b>\$ 38,600</b>	<b>\$ 30,300</b>	<b>\$ 27,000</b>
<b>For reference: FY 08/09 Approved (GF)</b>	<b>\$ 38,800</b>				

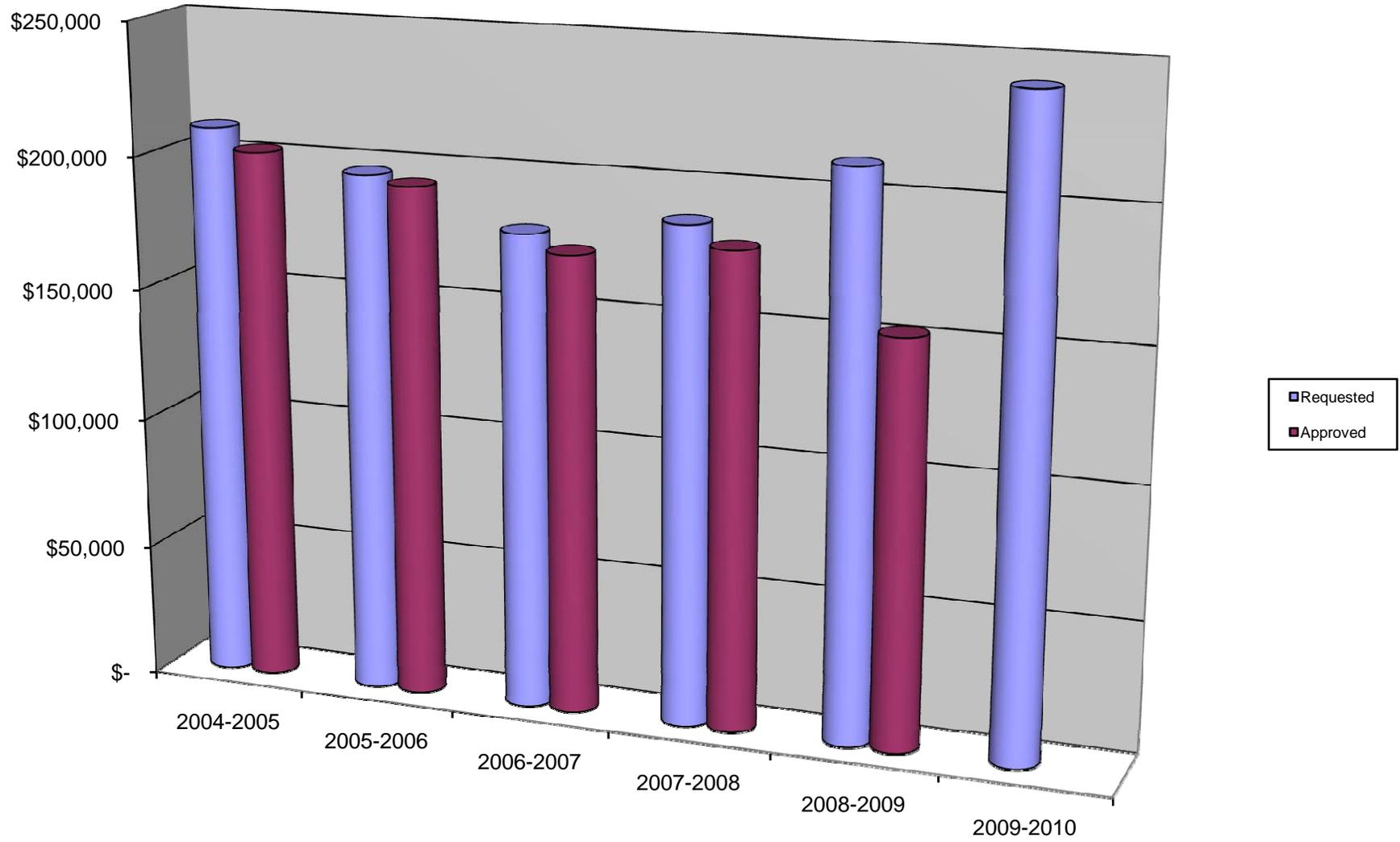
### City of Ypsilanti Capital Non-Equipment



City of Ypsilanti  
Capital Non-Equipment Purchases

Department:	Priority	REQUEST 2009-2010	REQUEST 2010-2011	REQUEST 2011-2012	REQUEST 2012-2013	REQUEST 2013-2014
<b>COMMUNITY &amp; ECONOMIC DEV</b>						
City Hall Façade (10 Year Loan--last pmt. FY09/10) 414-454-991 & 995	1	\$ 109,365	0	0	0	0
NPP Neighborhood Preservation Grant 414-459-987-99						
Gateway Project - Residents' Council (Carries Fwd) 414-459-987-61	1	\$ 7,611				
<b>GENERAL</b>						
Fire & Police Parking Lot Reconstruction (15 year debt repayment--last pmt. FY18/19) 316-900-991.00 & 995.00	1	\$ 36,055	\$ 36,330	\$ 34,193	\$ 38,105	\$ 36,890
<b>PARKS (Details in 2003-2008 Master Park Plan)</b>						
Candy Cane Park						
Frog Island Park			\$ 888,240			
Rivers Edge Park			\$ 160,000			
Parkridge Park			\$ 164,550		\$ 129,450	
Peninsular Park			\$ 122,400	\$ 167,800	\$ 172,000	
Prospect Park Phase II 414-452-818.24				\$ 38,000	\$ 49,010	
Recreation Park Phase II 414-452-818.04			\$ 20,000	\$ 125,000		
Riverside Park 414-452-819-44		\$0	\$ 404,810	\$ 361,200	\$ 1,242,780	
Waterworks Park			\$ 275,850	\$ 501,010	\$ 1,158,800	
Edith Hefley Tot Lot			\$ 5,940			
Charles Street Tot Lot				\$ 18,250		
Carrie Mattingly Tot Lot				\$ 18,250		
Greenways System Master Plan Update					\$ 422,400	
<b>Administration Recommendation FY 2009/10</b>		<b>\$ 153,031</b>	<b>\$ 2,078,120</b>	<b>\$ 1,263,703</b>	<b>\$ 3,212,545</b>	<b>\$ 36,890</b>
<b>For reference: FY 08/09 Approved Total</b>		<b>\$ 146,295</b>				

### City of Ypsilanti Computer Equipment



City of Ypsilanti  
Computer Equipment

Department:	Date	Account	REQUEST	REQUEST	REQUEST	REQUEST	REQUEST
	Replaced	Number(s)	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014
<b>FINANCE DEPARTMENT</b>							
<b>ACCOUNTING</b>							
Payroll Tech	Desktop	414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295
Payroll Tech	HP LJ 4345 Printer	414-453-818-03	\$ 1,400	\$ -	\$ -	\$ -	\$ -
Finance Intern	Desktop	414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295
Finance Generalist	Desktop	414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295
Accounting Supervisor	Laptop Dell D610 w/ docking Station	414-453-818-03	\$ 647	\$ 647	\$ 647	\$ 647	\$ 647
Accounting Supervisor	HP LJ 4000 Printer	414-453-818-03	\$ -	\$ -	\$ -	\$ -	\$ -
Shared	HP Officejet 6200 color fax/scanner	414-453-818-03					
Fiscal Services Director	Laptop Dell D610 w/ docking Station	414-453-818-03	\$ 647	\$ 647	\$ 647	\$ 647	\$ 647
Fiscal Services Director	HP LJ 4100mpf-scan/print/copy	414-453-818-03		\$ 4,100	\$ -	\$ -	\$ -
Server -City Hall (BS)	Server	414-453-818-03					
Citrix Server	Housed at Washtenaw IT	414-453-818-03					
Server - Incode & R	Housed at Washtenaw IT	414-453-818-03					
Complete accounting	Complete accounting software- Net	414-453-818-02	\$ 60,000			\$ -	\$ -
<b>ASSESSING</b>							
Assessor	Desktop	414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295
<b>TREASURER</b>							
Counter 1	Desktop	414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295
Counter 2	Desktop	414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295
Shared	HP LJ 4100 Copier & Fax	414-453-818-03	\$ -			\$ -	\$ -
Treasurer	Desktop	414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295
Vacant	Desktop	414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295
Finance Generalist	Desktop	414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295
<b>BUILDING</b>							
Secretary	Desktop	414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295
Vacant	Laptop-Toshiba T4/27/2005	414-453-818-03	\$ 647	\$ 647	\$ 647	\$ 647	\$ 647
Counter	Desktop	414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295
Housing Inspector	Desktop	414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295
Building Inspector	Desktop	414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295
Ordinance Enforcement	Desktop	414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295
Secretary	Desktop	414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295
Shared	HP LJ 4200 Printer/Copier/Fax	414-453-818-03		\$ 1,400			
<b>CITY CLERK</b>							
Deputy Clerk	HP 4050 Laser Jet	414-453-818-03					
Vacant	Desktop	414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295
Deputy Clerk	QVF System Pentium IV 1.7Ghz, 25	414-453-818-03	\$ -	\$ -	\$ -	\$ -	\$ -
Deputy Clerk	Desktop	414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295
City Clerk	HP LaserJet 4000 Printer	414-453-818-03	\$ -	\$ -			
City Clerk	QVF System Pentium III, 259.664 K	414-453-818-03	\$ -	\$ -	\$ -	\$ -	\$ -
City Clerk	Laptop with docking station	414-453-818-03	\$ 647	\$ 647	\$ 647	\$ 647	\$ 647
City Clerk	Portable screen projector	414-453-818-03	\$ -	\$ -			
<b>CITY MANAGER</b>							
City Manager	Laptop Dell D610 3/1/2008	414-453-818-03			\$ 647	\$ 647	\$ 647
Assistant City Manager	Laptop Dell D610 12/12/2005	414-453-818-03	\$ 647	\$ 647	\$ 647	\$ 647	\$ 647
Executive Secretary	Desktop	414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295
City Manager	HP LaserJet 600-Broken	414-453-818-03					
Intern	Desktop	414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295
Assistant City Manager	HP PSC 2175 All-In-One-Scan, Copy	414-453-818-03	\$ -	\$ 100			
Shared	HP LaserJet 4200 Printer	414-453-818-03	\$ -	\$ -			
Shared	Ricoh Aficio MPC 2500 Copier share	414-453-818-03		\$ -		\$ 5,000	\$ 5,000
<b>DPW</b>							
Office Manager	Laptop w/docking station	414-453-818-03	\$ 647	\$ 647	\$ 647	\$ 647	\$ 647
Signal Shop	Laptop	414-453-818-03	\$ 647	\$ 647	\$ 647	\$ 647	\$ 647
Signal Shop	HP DeskJet 932c Printer	414-453-818-03	\$ -	\$ -	\$ -	\$ -	\$ -
Signal Shop	Mini Laptop	414-453-818-03	\$ -	\$ -			
Director	Laptop w/docking station	414-453-818-03	\$ 647	\$ 647	\$ 647	\$ 647	\$ 647
Vacant	Desktop	414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295
Director	HP DeskJet 932c Printer	414-453-818-03	\$ -	\$ -	\$ -	\$ -	\$ -
Accounting Clerk II	Desktop	414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295
Accounting Clerk II	HP LaserJet 1300	414-453-818-03					
Mechanic	Desktop	414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295
Environmental Service	Brother LC51 all in one	414-453-818-03					
Environmental Service	Desktop	414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295
Supervisor	Desktop	414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295

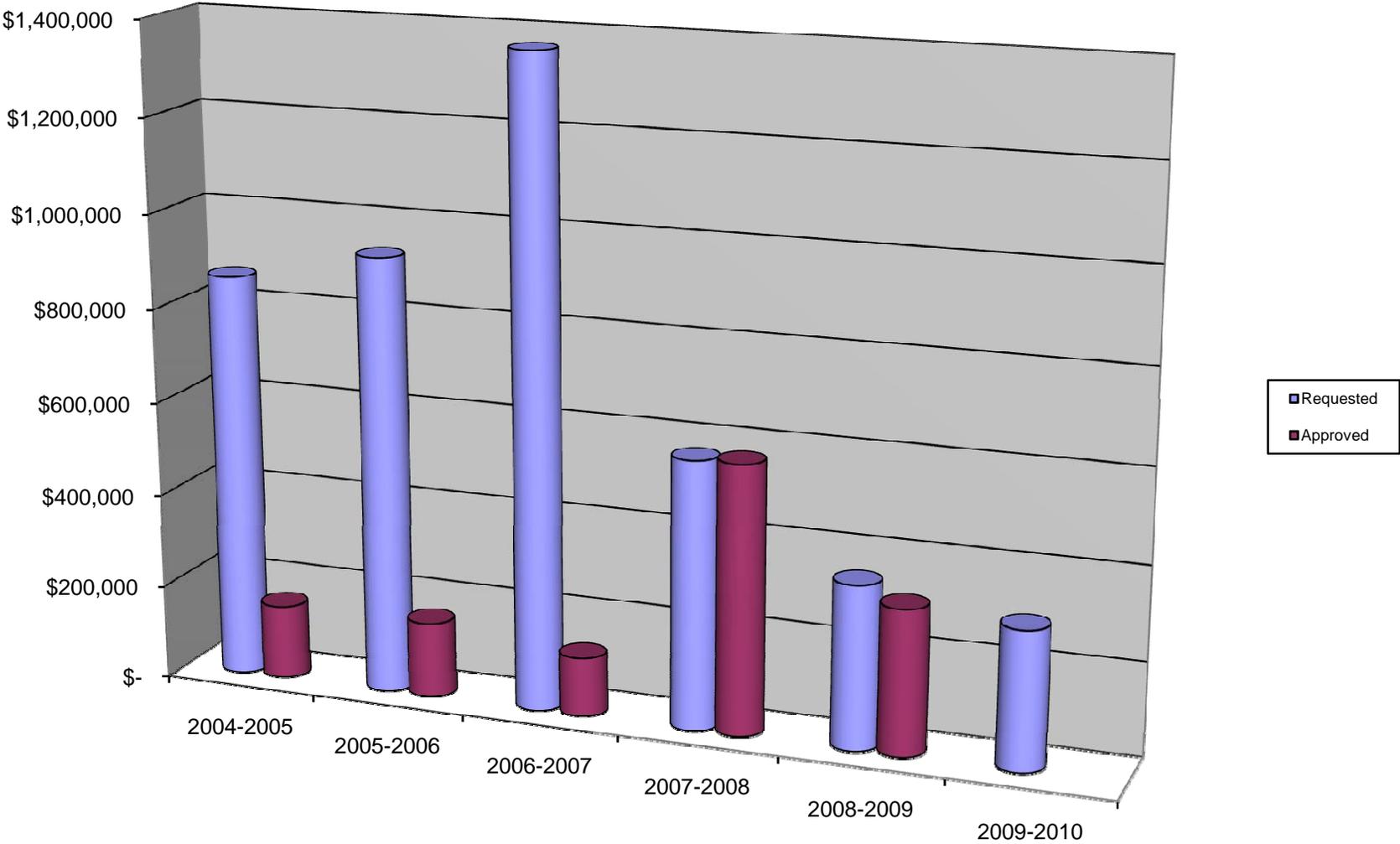
City of Ypsilanti  
Computer Equipment

Department:		Date	Account	REQUEST	REQUEST	REQUEST	REQUEST	REQUEST
		Replaced	Number(s)	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014
Supervisor	Desktop		414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295
Shared-DPW Adm	HP LaserJet 2840 all in one		414-453-818-03	\$ 1,200	\$ -	\$ -	\$ -	\$ -
Shared-DPW Adm	Compaq Server - not in use		414-453-818-03	\$ -	\$ -	\$ -	\$ -	\$ -
<b>FIRE</b>								
Report Writing Com	Desktop		414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295
Fire Chief	Laptop		414-453-818-03	\$ 647	\$ 647	\$ 647	\$ 647	\$ 647
Captain	Desktop		414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295
Fire Chief	Desktop		414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295
Report Writing Com	Desktop		414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295
Lieutenant	Desktop		414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295
Fire Chief	HP DeskJet 845C	3/15/06	414-453-818-03	\$ 100	\$ -			
<b>HUMAN RESOURCES</b>								
HR Manager	Desktop		414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295
HR Manager	Pentium IV 1.7Ghz, 256 MB of RAM		414-453-818-03					
HR Intern	Desktop		414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295
Shared	HP LJ 4050		414-453-818-03	\$ 1,400	\$ -	\$ -	\$ -	\$ -
<b>PLANNING &amp; DEVELOPMENT</b>								
Intern	Desktop		414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295
Planner II	Laptop		414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295
Intern	Desktop		414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295
P & D Director	HP DeskJet 842C Printer, no color c		414-453-818-03	\$ -	\$ -			
Planner I -(Vacant)	HP ScanJet 3400C-Scanner		414-453-818-03	\$ -	\$ -			
Planner I -(Vacant)	Laptop		414-453-818-03	\$ 647	\$ 647	\$ 647	\$ 647	\$ 647
Plotter-shared with DPW			414-453-818-03					
<b>POLICE</b>								
Administrative Office	HP LaserJet Printer 4100n		414-453-818-03					
Chief	Laptop with DVD rewritable drives		414-453-818-03	\$ 647	\$ 647	\$ 647	\$ 647	\$ 647
Chief	HP DeskJet Printer 840c		414-453-818-03					
Booking	Desktop		414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295
Records Clerk	Desktop		414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295
Records Clerk	Desktop		414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295
Detective	HP ScanJet Scanner 5500c		414-453-818-03					
Detective 1	Laptop with DVD rewritable drives		414-453-818-03	\$ 647	\$ 647	\$ 647	\$ 647	\$ 647
Detective 2	Laptop with DVD rewritable drives		414-453-818-03	\$ 647	\$ 647	\$ 647	\$ 647	\$ 647
Detective 3	Laptop with DVD rewritable drives		414-453-818-03	\$ 647	\$ 647	\$ 647	\$ 647	\$ 647
Detective 4	Laptop with DVD rewritable drives		414-453-818-03	\$ 647	\$ 647	\$ 647	\$ 647	\$ 647
Dispatch 1	Desktop		414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295
Dispatch 2	Desktop		414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295
Secretary	Desktop		414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295
Secretary	HP DeskJet 890c		414-453-818-03					
Secretary	Epson Perfection Scanner 1650		414-453-818-03					
Evidence Tech unit	Laptop with DVD rewritable drives		414-453-818-03	\$ 647	\$ 647	\$ 647	\$ 647	\$ 647
Front Counter	Desktop		414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295
Vacant	Laptop		414-453-818-03	\$ 647	\$ 647	\$ 647	\$ 647	\$ 647
LEIN	Desktop		414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295
Lieutenant	Laptop		414-453-818-03	\$ 647	\$ 647	\$ 647	\$ 647	\$ 647
Lieutenant	Desktop		414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295
Lieutenant	Laptop		414-453-818-03	\$ 647	\$ 647	\$ 647	\$ 647	\$ 647
Lieutenant	HP DeskJet Printer 840c		414-453-818-03					
Lieutenant	Laptop		414-453-818-03	\$ 647	\$ 647	\$ 647	\$ 647	\$ 647
Patrol 1	Desktop		414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295
Patrol 2	Desktop		414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295
Patrol 3	Desktop		414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295
Power Point Projecto	Laptop		414-453-818-03					
Property Officer	Desktop with DVD rewritable drives		414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295
Record Shared	HP LaserJet 4200n		414-453-818-03					
Sergeant A	HP DeskJet Printer 720c		414-453-818-03					
Sergeant B	HP DeskJet Printer 890c Professional		414-453-818-03					
Sergeant -Command	Desktop		414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295
Sergeant -Detective	Laptop-Replaced	10/28/2005	414-453-818-03	\$ 647	\$ 647	\$ 647	\$ 647	\$ 647
Ticket	Desktop		414-453-818-03	\$ 295	\$ 295	\$ 295	\$ 295	\$ 295
<b>DEPARTMENT REQUESTS</b>								
<b>ADMINISTRATIVE RECOMMENDATION</b>				\$92,437	\$33,937	\$28,984	\$33,984	\$33,984
<b>GENERAL COMPUTER:</b>								

City of Ypsilanti  
Computer Equipment

Department:	Date Replaced	Account Number(s)	REQUEST 2009-2010	REQUEST 2010-2011	REQUEST 2011-2012	REQUEST 2012-2013	REQUEST 2013-2014	
<b>Equipment Replacement:</b>								
Backup tapes for CityHall, DPW, Police		414-453-818-02	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	
Sprint annual maintenance		414-453-818-02	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	
<b>SUPPORT:</b>								
Citywide	Washtenaw County-Contractual Ser	414-453-818-00	\$ 77,015	\$ 77,015	\$ 77,015	\$ 77,015	\$ 77,015	
Citywide	Software	414-453-818-02	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	
Citywide	Hardware	414-453-818-03	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	
Citywide	Internet Service-DPW	414-453-818-05	\$ 959	\$ 959	\$ 959	\$ 959	\$ 959	
Accounting	Accounting software Annual Support	414-453-818-02	\$ 12,500	\$ 12,500	\$ 12,500	\$ 12,500	\$ 12,500	
Assessing	BS & A Support D\ASSESSING	414-453-818-02	\$ 1,660	\$ 1,660	\$ 1,660	\$ 1,660	\$ 1,660	
Assessing	Apex Sketch Maintenance	414-453-818-02	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	
Building	BS & A Support BUILDING	414-453-818-02	\$ 1,097	\$ 1,130	\$ 1,164	\$ 1,164	\$ 1,199	
City Manager	Citizen Request M\WEBQA	414-453-818-02	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	
Clerk	Codification Quarterly Maintenance	414-453-818-02	\$ 350	\$ 350	\$ 350	\$ 350	\$ 350	
Department of Public Works	RTA Fleet Software Maintenance	414-453-818-02	\$ 700	\$ 700	\$ 700	\$ 700	\$ 700	
Fire	Firehouse Software Support	414-453-818-02	\$ 1,900	\$ 1,900	\$ 1,900	\$ 1,900	\$ 1,900	
Fire	Firehouse Mobile PrePlans & support	414-453-818-02	\$ 570	\$ 570	\$ 570	\$ 570	\$ 570	
Human Resources	COBRA Admn Software Maintenance	414-453-818-02	\$ 395	\$ 395	\$ 395	\$ 395	\$ 395	
Human Resources	FMLA Software Maintenance	414-453-818-02	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	
Human Resources	(Vurv) Perf. Now/Taleo Upgrade	414-453-818-02	\$ 3,152	\$ 3,152	\$ 3,152	\$ 3,152	\$ 3,152	
Human Resources	Profiles Easy (Online Applications)	414-453-818-02	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	
Human Resources	First Report-Workers' Compensation	677-871-818-00	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	
Police	Autocite Support (YPD)	414-453-818-02	\$ 1,600	\$ 1,600	\$ 1,600	\$ 1,600	\$ 1,600	
Police-DFF	Live Scan Mainte\CLEMIS	414-459-987-40	\$ 4,250	\$ 4,250	\$ 4,250	\$ 4,250	\$ 4,250	
Police-DFF	Photo-imaging Ma\CLEMIS	414-459-987-40	4,500	4,500	4,500	4,500	4,500	
Police-PSAP	Dispatch Center Renovation PSAP	414-459-987-40		100,000				
Police-PSAP	CopLink Web-based Reporting Softw	414-459-987-40	-					
Police-PSAP	IBM AS400 (YPD)	414-459-987-40						
Police-PSAP	Clemis User Fee	414-459-987-40	\$ 6,600	\$ 6,600	\$ 6,600	\$ 6,600	\$ 6,600	
Police-PSAP	Clemis Mobile Fee	414-459-987-40	\$ 13,472	\$ 13,472	\$ 13,472	\$ 13,472	\$ 13,472	
Police-PSAP	TI ASDN Maintenance	414-459-987-40	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	
Police-PSAP	911 Maintenance	414-459-987-40	\$ 13,200	\$ 13,200	\$ 13,200	\$ 13,200	\$ 13,200	
Police-PSAP	Wireless Connectivity - Wash Co.	414-459-987-40	1,833	1,833	1,833	1,833	1,833	
Police-PSAP	Nortel Phone support - Wash Co.	414-459-987-40	7,494	7,494	7,494	7,494	7,494	
Police-PSAP	Talon Point Maintenance Fee	414-459-987-40	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	
Treasury	BS & A Support (TRS)	414-453-818-02	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	
Treasury	BS & A Internet Services - Web Dist	414-453-818-02	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	
<b>Administration Recommendation FY 2009/10 + Washtenaw</b>			\$ 303,485	\$ 345,017	\$ 240,098	\$ 245,098	\$ 245,133	
<b>County Contract Support</b>								
<b>General Fund Total for FY 2009/2010</b>			\$ 241,486	\$ 183,018	\$ 178,099	\$ 183,099	\$ 183,134	
<b>FY2009/2010 Breakdown by Account #</b>								
		414-453-818-00	\$ 77,015	\$ 77,015	\$ 77,015	\$ 77,015	\$ 77,015	
		414-453-818-02	\$ 116,074	\$ 56,107	\$ 56,141	\$ 56,141	\$ 56,176	
		414-453-818-03	\$ 47,437	\$ 48,937	\$ 43,984	\$ 48,984	\$ 48,984	
		414-453-818-05	\$ 959	\$ 959	\$ 959	\$ 959	\$ 959	
		677-871-818-00	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	
F 265-333-965-04		414-459-987-40	\$ 8,750	\$ 8,750	\$ 8,750	\$ 8,750	\$ 8,750	
* 265-334-965-04		414-459-987-40	\$ 53,099	\$ 153,099	\$ 53,099	\$ 53,099	\$ 53,099	
		<b>Total</b>	\$ 303,485	\$ 345,017	\$ 240,098	\$ 245,098	\$ 245,133	
<b>For reference: FY08/09 Approved Total (GF)</b>			\$ 152,328					
<b>Computer total costs summary</b>								
Laptops	19	\$ 1,940.00	\$ 36,860.00					
Desktops	48	\$ 886.32	\$ 42,543.36					
Totals	67		\$ 79,403.36					

### City of Ypsilanti Facility Improvements/Repairs



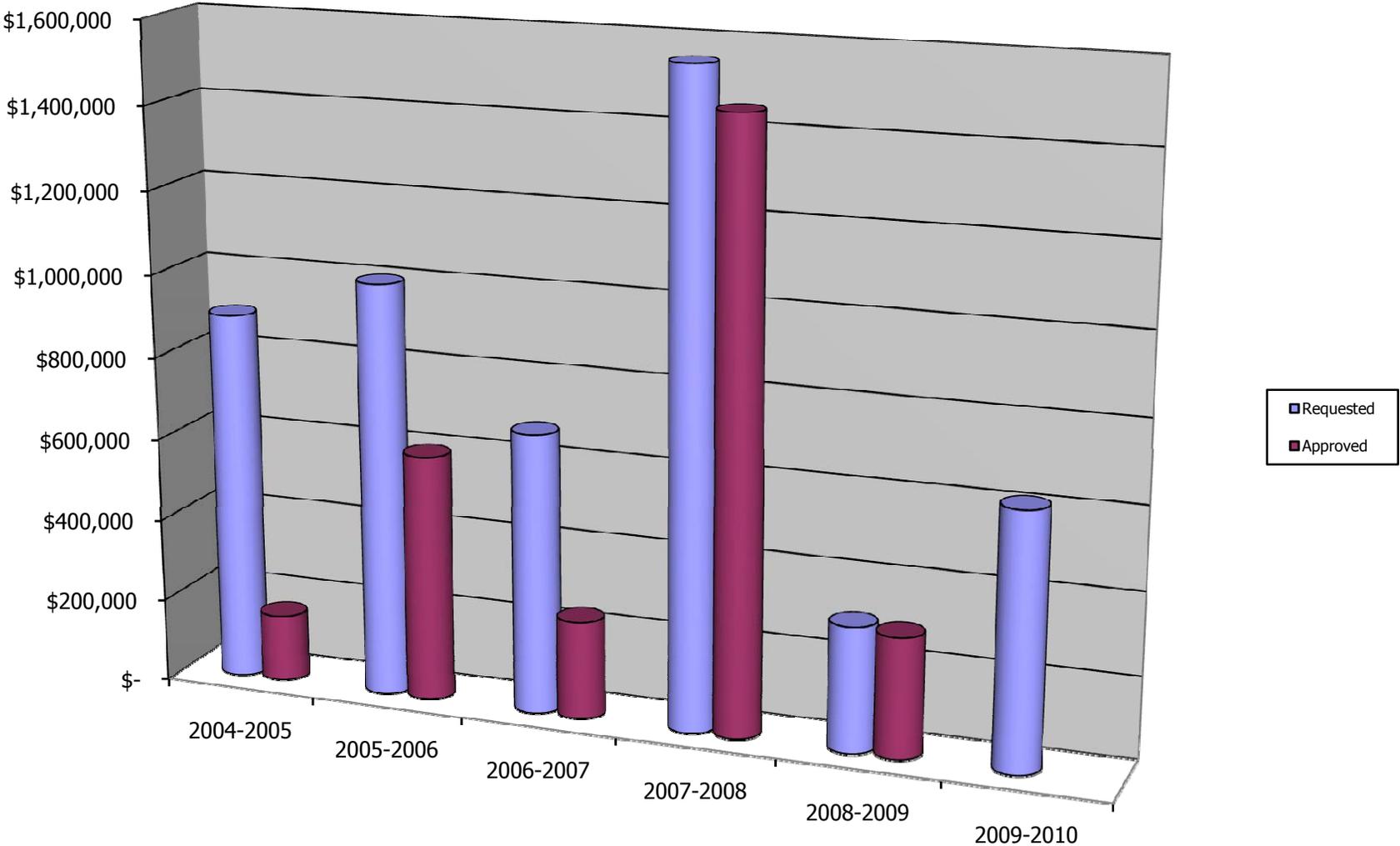
City of Ypsilanti  
Facility Improvements/Repairs

5/5/2009 8:35	REQUEST	REQUEST	REQUEST	REQUEST	REQUEST
Department:	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014
<b>GENERAL BUILDING</b>					
Building - General					
Elevator Maintenance Contract	\$ 4,714	\$ 4,950	\$ 5,198	\$ 5,198	\$ 5,457
Alarms System Monthly Charges	\$ 889	\$ 916	\$ 943	\$ 961	\$ 990
Exterminator Costs	\$ 573	\$ 590	\$ 608	\$ 620	\$ 638
Iron Mountain Storage Fees	\$ 7,166	\$ 7,525	\$ 7,901	\$ 7,901	\$ 8,296
Underground Storage Tank Fees	\$ 441	\$ 463	\$ 486	\$ 486	\$ 511
Mat Service	\$ 6,280	\$ 6,594	\$ 6,924	\$ 6,924	\$ 7,270
Plumbing, Electrical & Heating & general facility repairs	\$ 73,041	\$ 76,693	\$ 80,527	\$ 80,527	\$ 84,554
City Hall ADA Access Doors					
City Hall ADA Restroom Facilities-CDBG	\$ 10,000		\$ 5,000		
City Hall ADA Counters-CDBG	\$ 5,000		\$ 5,000		
City Hall relocation to Wash Co. Courthouse	\$ 10,000				
<b>BUILDING</b>					
Relocate Department to Third Floor City Hall					
<b>CITY CLERK</b>					
Paint offices (Main, break room, Chambers)	\$ 1,000				
<b>CITY MANAGER</b>					
*No requests					
<b>DPW</b>					
DPW East & West Wing (Yard)				\$420,000	\$420,000
DPW Restructure Salt Storage Shed	\$ 10,000				
DPW Salt Storage Shed Roof Repair					
City Hall Elevator		\$ 150,000			
DPW Parking Lot		\$ 100,000	\$ 100,000		
DPW Garage Roof	\$ 20,000				
Fire Alarm & Sprinklers		\$ 150,000			
Power Gate Opener					
<b>FINANCE</b>					
ACCOUNTING					
*No requests					
ASSESSING					
*No requests					
TREASURER					
*No requests					
<b>FIRE</b>					
apparatus Room Drains and Grates	\$ 500	500	500		
exterior façade repair/hose-training tower repair	5000	5000	\$ 500	\$ 5,000	\$ 5,000
Replace kitchen natural gas valve					
Overhead Heater Replacement/radiant heat					
Refrigerators		600	\$ 600	\$ 650	
Exterior Entrance Door Replacement/Lintel					
Apparatus Room Painting (material)					
Interior Office Painting	500	500	\$ 500		
Water Heater Replacement		2,000			
Boiler replacement-Stimulus Fund	\$35,000				
Duct cleaning-Stimulus Fund	\$4,000				
Women's shower room (new)	\$12,000				
Replace patio wall	\$5,000				
Replace fire alarm system					
Sprinkler System (DHS Grant)					

City of Ypsilanti  
Facility Improvements/Repairs

5/5/2009 8:35	REQUEST	REQUEST	REQUEST	REQUEST	REQUEST
Department:	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014
Gas Valve (DHS Grant)					
Exhaust Removal System (DHS Grant)					
Station apparatus door seals, vent fan replacement (DHS Grant)	\$ 500	\$ 500	\$ 500		
<b>HUMAN RESOURCES</b>					
Door Shade/Blind					
<b>PLANNING &amp; DEVELOPMENT</b>					
*No requests					
<b>POLICE</b>					
Asbestos Removal					
Bike Pen	\$ 15,000				
Kitchen Renovation		\$ 7,500			
Boiler Replacement					
Window Replacement					
<b>RECREATION</b>					
<b>SENIOR CENTER</b>					
TBA-CDBG			\$ 20,000		
<b>PARKRIDGE COMM CENTER</b>					
Paint Exterior Trim of Building					
Windows & Exterior Door-CDBG					
Facia & Soffit Replacement-CDBG					
ADA Restroom Facilities-CDBG					
Play Structure-CDBG	\$ 25,000				
TBA-CDBG		\$ 30,000			
TBA-CDBG			\$ 10,000		
Exterior Doors - Replacement	\$ 5,000				
Blinds for all Windows (15)		\$ 1,000			
<b>POOL</b>					
Filter Pump System-CDBG	\$ 10,000				
ADA Restroom Facilities-CDBG		\$ 10,000			
<b>FREIGHTHOUSE</b>					
TBA-CDBG	\$ 30,000	\$ 40,000	\$ 40,000		
<b>FACILITY REQUEST TOTAL:</b>					
	\$296,604	\$595,330	\$285,186	\$528,266	\$532,716
<b>ADMINISTRATION RECOMMENDATION:</b>					
Fund Balance Transfer from FY 09/10	\$ 10,000				
101-265-818-00 General Fund Total FY 09/10	\$ 201,604	\$ 514,330	\$205,186	\$ 528,266	\$ 532,716
101-343-818-00 General Fund DHS	\$ -	\$ -	\$ -	\$ -	\$ -
Pool/Parkridge/Senior Donations	\$ 5,000	\$ 1,000	\$ -	\$ -	\$ -
CDBG Project	\$ 80,000	\$ 80,000	\$ 80,000	\$ -	\$ -
<b>Total</b>	<b>\$ 296,604</b>	<b>\$ 595,330</b>	<b>\$285,186</b>	<b>\$ 528,266</b>	<b>\$ 532,716</b>
<b>For reference: FY 08/09 Approved Total (GF)</b>	<b>\$ 266,397</b>				

### City of Ypsilanti Motor Pool



City of Ypsilanti  
Motorpool

Department:	Vehicle #	Model Year	Year Purchased	Purchase Price	License #	Current Mileage	REQUEST 2009-2010	REQUEST 2010-2011	REQUEST 2011-2012	REQUEST 2012-2013	REQUEST 2013-2014
<b>DEPARTMENT OF PUBLIC WORKS</b>											
GENERAL:											
Ford Crown Victoria (City Manager) #C9	9	2001	Nov-00	\$ 23,145	611X14	10,115					
Ford taurus (City Manager) #C10	10	2008	Jan-09	\$ 23,145	611X14						
Ford Crown Victoria (green) (from YPD)	2	2001			202x20						
Ford Crown Victoria #25	25	2000			084x078	8,537					
Ford Crown Victoria #26	26	2000			084x080	4,574					
Ford Van #555	555	2001				3,397					
DPW VEHICLES:											
Dump Truck GMC #104	104	2008									
Dump Truck w/Salter - Freightliner M2 #106	106	2006	Jun-06	75,750	084X044	8,583				\$114,000	
Dump Truck w/Salter - Sterling L-750 #100	100	2001	Jun-00	\$ 70,008	084X038	21,228	\$104,000				
Dump Truck w/Salter - Sterling L-7500 #105	105	2001	Jun-00	\$ 70,008	084X043	23,549					\$114,000
Dump Truck w/Salter #107	107	2003	Apr-03	\$ 69,870	084X041	12,502					
Dump Truck w/Salter #109	109	2000	Jan-00	\$ 76,003	084X046	13,620	\$104,000				
Dump Truck w/Salter #113	113	2001	Jun-01	\$ 69,990	084X042	10,275		\$112,000			
Dump Truck w/Salter #114	114	2001	Jun-01	\$ 69,990	084X040	17,705		\$112,000			
Dump Truck w/Salter #127	127	2001	Apr-02	\$ 81,920	084X045	8,093			\$112,000		
Grapel truck Sterling/ Petersen Lighting loader 473	473	2008	Sep-09		084X081	3,929					
High Ranger Platform - Int. 1HTMMAAN77H348091 #472	472	2006	May-06	\$53,289	084X102	233					
High Ranger Platform #462	462	1991	Jul-91	\$ 66,444		13,711					
Pickup w/aerial lift & generator #123 (Ford F550)	123	2002	May-02	\$ 67,243	084X048	24,582					
Street Sweeper #135	135	1997	Sep-97	\$ 120,000	084X063	36,237		\$40,000	\$40,000	\$40,000	\$40,000
Street Sweeper #139	139	2003	Nov-03	\$ 149,000	084X066	15,400					
Truck - 1/2 Ton Pickup #144 (244)	144	1991	Transferred from Fire Dept.			2,325			\$15,000		
Truck - 1 Ton Stake Ford F-350 #453	453	2005	May-05	\$ 28,376	084X075	32,407			\$34,000		
Truck - 1 Ton Stake w/Front Plow #130	130	2002	Dec-02	\$ 30,703	084X069	7,717			\$34,000		
Truck - 1 Ton Stake #140A	140	1999	Nov-98	\$ 24,017	084X065	35,015	\$34,000				
Truck - 3/4 Ton Stake w/Front Plow #99	99	2002	Dec-02	\$ 25,145	084X070	4,607					
Truck - w/Front Plow - Dodge Ram 2500 4x4 #121	121	2001	Jan-01	\$23,777	084X104	16,520		\$45,000			
Truck 1 Ton Stake - Ford #131	131	2006	Oct-05	\$29,645	084X068	7,943				\$40,000	
Truck Pick up - Ford F-150 #101	101	2008	Nov-08		084X079	4,614					
Truck Pick up - Ford F-150 #102	102	2000	Jul-00	\$ 14,500	084X047	3,642					
Truck Pick-up - Ford Ranger #143	143	1999			7 084X049	4,698					
Truck w/Front Plow #415 (Dodge Ram 2500)	415	2002	Oct-01	\$ 23,777	084X037	2,423					
Vactor - Sewer Cleaner #150	150	2003	37533	\$ 196,595	084X130	5,566			\$50,000	\$50,000	\$50,000
Vactor - Sewer Cleaner #151	151	1988	Aug-88	\$ 109,438		50,251					
Truck #607 (Dodge Dakota Pickup)							\$30,000				
Van - Lift/Generator #112A	112	1993	Sep-93	\$ 35,800	084X100	4,213	\$48,000				
Woods Chipper #641	641	1999	Nov-99	\$ 28,000							
Bobcat (With Attachments)						0					
<b>TOTAL DPW VEHICLES</b>							<b>\$320,000</b>	<b>\$309,000</b>	<b>\$285,000</b>	<b>\$244,000</b>	<b>\$204,000</b>
EQUIPMENT:											
Arrow Board - Portable #2	2	1993	Nov-96	\$ 4,557							
Auger #133	133	2000	Jun-05								
Auger #134	134	2000	Oct-00	\$ 529							
Bituminous #141	141	1972									
Cement Mixer #137	137	1983									
Chain Saw #460	460	2002	2002	\$ 376							
Chain Saw #461	461	2000	2000	\$ 160							
Chain Saw #463	463	1997	Sep-97	\$ 200							
Chain Saw #464	464	2006									
Chain Saw #465	465	1999	Aug-99	\$ 160							
Chain Saw #468	468	1999	Aug-99	\$ 160				\$500			
Chain Saw #469	469	1999	Aug-99	\$ 160					\$500		
Chain Saw #470	470	2002	Sep-02	\$ 448							
Chain Saw #482	482	2001	2001	\$ 160							
Chain Saw #483	483	1991	Aug-91	\$ 755			\$1,000				
Compactor - Stone 3 hp Hand Guide #136	136	1983									
Compressor - Air #158	158	1999	Feb-99	\$ 10,668					\$15,000		
Compressor - Air #438	438	1999									
Concrete Mixer #138A	138A	1998	Jul-98	\$ 2,465							
Concrete Pavement Saw #161	161	1999									
Flail Mower	115	1989	1989								
Front Loader - Michigan CAT #129A	129A	1995	1994	Lease							
Gas-Tester Neotronics #1	1	1995	Sep-95	\$ 1,760					\$2,500		
Generator - #437	437	1983	1983								
Generator #436	436	1988	Aug-88	\$ 808							
Leaf Blower #408	408										
Leaf Blower #409											
Leaf Blower #410											
Little Leaf Blower #412	412	2001	2001	\$ 300							
Loader - Clark #129	129	2002	Sep-02	\$ 103,900				\$50,000	\$50,000	\$50,000	
Maintenance Blade #442	442	1982	Jul-81	\$ 245							
Power Pruner #466	466	2000	2000	\$ 160							
Power Pruner #467	467	1999	Aug-99	\$ 160							
Power Saw #497	497	1989	Nov-89	\$ 478							
Rear Plow #300	300	1998									
Rock Drill #51	51	1986	Jun-89								
Rotary Lawn Mower #432	432	2007									
Rotary Tiller - #447	447	1977	Feb-77	\$ 343							
Snow Blower #3	3	1997	Dec-97	\$ 500							
Snow Blower #4	4	1999	1999	\$ 500							
Snow Blower #5	5	2002	2002	\$ 500							
Sod Cutter #445	445	1965	1965								
Striper - Dual Line #383	383	1990	Oct-90	\$ 9,943							
Stump Cutter #486	486	1993	Jul-93	\$ 20,407							
JohnDeere Wide area mower											
John Deere 2320 Tractor (with cab)						0					

City of Ypsilanti  
Motorpool

Department:	Vehicle #	Model Year	Year Purchased	Purchase Price	License #	Current Mileage	REQUEST 2009-2010	REQUEST 2010-2011	REQUEST 2011-2012	REQUEST 2012-2013	REQUEST 2013-2014
Tractor - Front Loader #403	403	1992	Aug-92	\$ 26,180					\$30,000		
Tractor - Grasshopper Mower #443	443	2004									
Tractor - Grasshopper Mower #444	444	1999							\$10,000		
Tractor - Grasshopper Mower #449	449	2000	Aug-00	\$ 7,490							
Tractor - Hustler Z #454	454	2005									
Tractor - Woods Mower #499	499	2001	Jul-96	\$ 6,889							
Tractor #439	439	2001	Feb-01	\$ 34,553							
Tractor Drawn Rake #200	200	1993									
Tractor Front Loader - 23827-1 #111	111	1985	1985	15,226							
Traffic Counter #40	40	1984	Aug-84	\$ 936							
Traffic Counter #43	43	1984	Aug-84	\$ 936							
Traffic Counter #44	44	1985	Aug-84	\$ 936							
Traffic Counter #45	45	1986	Aug-84	\$ 936							
Traffic Counter #46	46	1987	Aug-84	\$ 936							
Traffic Counter #47	47	1984	Aug-84	\$ 936							
Traffic Counter #48	48	1984	Aug-84	\$ 936							
Traffic Counter #50	50	1984	Aug-84	\$ 936							
Trailer (flat top)											
Trailer - Utility #117	117	1990	Mar-90	\$ 6,990							
Trailer - Utility #118	118	1991	Mar-91	\$ 6,990							
Trailer - Assembled #119	119	2008									
Weed Eater #420	420	2000	2000	\$ 250							
Weed Eater #421	421	2000	2000	\$ 250							
Weed Eater #422	422	1998	Jul-98	\$ 240							
Weed Eater #423	423	1998	Jul-98	\$ 240							
Weed Eater #425	425	2001	Aug-03	\$ 247							
Weed Eater #426	426	2001	Aug-03	\$ 247							
Weed Eater #427	427A	1997	Aug-97	\$ 264							
Weed Eater #429B	429B	1997	Aug-97	\$ 264							
Weed Eater #430	430	2007									
Woods Bush Hog #435	435	1990	Sep-90	\$ 1,671							
Rotary Mach 4 Vehicle Lift											
<b>TOTAL DPW EQUIPMENT:</b>							<b>\$1,000</b>	<b>\$500</b>	<b>\$108,000</b>	<b>\$50,000</b>	<b>\$50,000</b>
<b>TOTAL DPW VEHICLES &amp; EQUIPMENT 644-932-987-10</b>							<b>\$321,000</b>	<b>\$309,500</b>	<b>\$393,000</b>	<b>\$294,000</b>	<b>\$254,000</b>
<b>ENVIRONMENTAL SERVICES</b>											
Dump Truck w/Salter - Sterling L-750 #100	100	2001	Jun-00	\$ 70,008	084X038	20,257	\$26,000			\$28,000	
Dump Truck w/Salter - Sterling L-7500 #105	105	2001	Jun-00	\$ 70,008	084X043	21,099					\$28,000
Dump Truck w/Salter #109	109	2000	Jan-00	\$ 76,003	084X046	13,377	\$26,000				
Dump Truck w/Salter #113	113	2001	Jun-01	\$ 69,990	084X042	17,024		\$28,000			
Dump Truck w/Salter #114	114	2001	Jun-01	\$ 69,990	084X040	15,914		\$28,000			
Dump Truck w/Salter #127	127	2001	Apr-02	\$ 81,920	084X045	5,655			\$28,000		
Truck - 3/4 Ton #450 Mini Packer	450	2000	Jun-00	\$ 28,494	084X074	4,192					
Truck - Recycle ES #600	600	2000	Mar-01	\$ 105,561	084X073	60,787					
Truck - Ford F700 Packer #602	602	1989	1989	\$ 25,500		115,391					
Truck - Packer ES #606	606	2000	Jan-01	\$ 85,890	084X039	42,184	\$130,000				
Truck - Packer Leach on Freightliner Chassis #609	609	2006	Sep-06	\$123,000	084X064	10,320			\$200,000		
Truck #607 (Dodge Dakota Pickup)	607	2002	2-May	\$ 12,047	084X035	37,585					
Truck-packer Sterling / Heil #611	611	2007	1-Aug	\$ 225,000	084X082						\$ 300,000
Truck #610 Ford Ranger	610	2008			084X090	3,814					
Wood Chipper ES #640	640	1991	Jul-91	\$ 12,095							
Woods Chipper #641	641	1999	Nov-99	\$ 28,000							
Chipper Box #641A	641A	1999									
Chain Saw #650	650	1997	Mar-97	\$ 160							
Fork Lift Hi-Lo #651	651	1994						\$24,000			
Bailer Selco Vertical		1994								\$20,000	
Concrete Pavement Saw/Blade #R160	R160	1980	Jul-81	\$ 2,709							
<b>TOTAL ENVIRONMENTAL SERVICES 641-935-987-10</b>							<b>\$182,000</b>	<b>\$80,000</b>	<b>\$228,000</b>	<b>\$48,000</b>	<b>\$328,000</b>
<b>FIRE DEPARTMENT</b>											
JEEP LIBERTY (FIRE CHIEF)	CH1	2009	10/10/2009	\$ 20,914							
Ford Taurus (Fire Marshal) #FM2	FM2	2000			285x44	44,430		\$28,000			
Ford Pickup (Utility) 4 wheel drive	U1	2000			327x42	33,810					
Medic Master (Rescue)	S-1	2000			611x15	28,263					
Engine - (10 Year Loan) #E1 (fml pymnt 05/06)	E1	1996	1996	\$ 263,600	327x33	no mileage					
Engine - Telesquirt #E2 -out of service	E2	1974	Apr-74	\$ 87,255	23x144	out of servit	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000
Engine Marion Body	E3	1987			611x10	43,803					
Tower	T1	1977			23x120	24,161	\$0	\$0	\$0	\$0	\$0
Van - Ford (Fire Prevention) #FP7	FP7	1992	Nov-91	\$ 13,754	228x98	17,085	\$28,000				
New Engine											
<b>TOTAL FIRE DEPRATMENT 641-934-987-10</b>							<b>\$68,000</b>	<b>\$68,000</b>	<b>\$40,000</b>	<b>\$40,000</b>	<b>\$40,000</b>
<b>BUILDING DEPARTMENT</b>											
Ford Ranger with dog box -Ron	B-1	2000			084x051	40223		\$20,000			
Ford Ranger - Deb	B-2	2005			084x052	11439			\$ 20,000		
Dodge Dakota Pickup - Frank	B-5	2007			084x050	7812				\$ 20,000	
<b>TOTAL BUILDING VEHICLES 641-936-987-10</b>							<b>\$0</b>	<b>\$20,000</b>	<b>\$20,000</b>	<b>\$20,000</b>	<b>\$0</b>
<b>POLICE DEPARTMENT</b>											
LEASED VEHICLES:											
Chevrolet Cobalt (Parking Enforcement) #24	24	2005			202x24	15,247	\$3,600	\$3,600	\$3,600	\$3,600	\$3,600
Chevrolet Cobalt (Parking Enforcement) #25	25	2005			202x23	19,116	\$3,600	\$3,600	\$3,600	\$3,600	\$3,600
PURCHASED VEHICLES:											
Ford Taurus (Chief)	1	2008			OBDN97	5,215					
Ford Taurus (amdnistration/Pool)	2	2008			BQB1210	1,051					
Ford Taurus (Field Services)	3	2008			OBDN65	2,538					

City of Ypsilanti  
Motorpool

Department:	Vehicle #	Model Year	Year Purchased	Purchase Price	License #	Current Mileage	REQUEST 2009-2010	REQUEST 2010-2011	REQUEST 2011-2012	REQUEST 2012-2013	REQUEST 2013-2014
Ford Crown Victoria (black/white) Volunteer Car	101	2002	Sep-01		066x245	57,570					
Ford Crown Victoria (black)	102	2006	May-06		066x249	29,705			\$40,000		
Ford Crown Victoria (black)	103	2006	May-06		066x256	15,280				\$40,000	\$40,000
Ford Crown Victoria (black)	104	2003	Sep-03		066x251	63,090		\$40,000			
Ford Explorer (Black)	105	2007	Jan-07		066x250	15,416					
Ford Explorer (Black)	106	2007	Jan-07		066x254	12,102					
Ford Crown Victoria (black)	108	2006	May-06		066x247	36,476			\$40,000		
Ford Crown Victoria (black)	109	2003	Sep-03		066x251	72,183		\$40,000			
Dodge Charger (black)	110	2007	1/15/2007		066x246	15,428					
Dodge Charger (black)	111	2007	1/15/2007		066x252	11,763					
Dodge Charger (black)	115	2008	Jan-08		066x253	115					
Dodge Magnum (black) DFF K-9	116	2008	Jan-08		066x241	463					
Mobile Command Unit	CP		Jan-04		066x242	2,163					
<b>TOTAL POLICE VEHICLES: 641-933-987-10</b>											
<b>TOTAL MOTORPOOL REQUESTS-</b>											
<b>FUNDING SOURCE:</b>											
<b>CONTRIBUTION FROM GENERAL FUND</b>							\$436,200	\$534,700	\$540,200	\$401,200	\$341,200
<b>CONTRIBUTION FROM DRUG FORFEITURE</b>							\$0	\$0	\$0	\$0	\$0
<b>GARBAGEAND RUBBISH FUND</b>							\$182,000	\$80,000	\$228,000	\$48,000	\$328,000
<b>TOTAL</b>							<b>\$618,200</b>	<b>\$614,700</b>	<b>\$768,200</b>	<b>\$449,200</b>	<b>\$669,200</b>
<b>For reference: FY 08/09 Approved Total</b>											
							\$304,200				

**GENERAL FUND  
REVENUES  
[101]**

**CITY OF YPSILANTI  
GENERAL FUND 101  
REVENUES**

<b>Acct. No.</b>	<b>REVENUES Acct. Description</b>	<b>Actual 2007/2008</b>	<b>Original Budget 2008/2009</b>	<b>Amended Budget 2008/2009</b>	<b>Original Budget 2009/2010</b>	<b>Requested Budget 2009/2010</b>
403-00	CURRENT PROPERTY TAXES	8,572,987	8,628,793	9,138,476	8,795,905	8,509,969
403-01	PENALTIES ON CURRENT TAXES	63,354	76,000	58,000	76,000	48,000
403-02	INTEREST ON CURRENT TAXES	71,833	30,000	30,000	30,000	30,000
403-13	TIFA ADJUSTMENT			35,101		-
404-00	CURRENT IFT	14,558	5,854	5,880	5,886	5,729
405-00	DELINQUENT PERSONAL PROPERTY	101,702	500	9,732	500	500
405-01	ADMINISTRATIVE FEE-DEL TAXES	3,319	10	234	10	300
405-02	PENALTIES ON DELINQUENT TAXES	9,582	60	821	60	500
405-03	INTEREST ON DELINQUENT TAXES	9,080	60	1,044	60	500
407-00	ADMINISTRATIVE FEES	284,258	270,000	270,000	260,000	260,000
407-05	ADMINISTRATIVE FEES-IFT	506	170	203	170	100
423-00	PILOT RIVERSIDE MANOR 1988-36	4,613	4,092	4,092	4,215	4,000
424-00	PILOT TOWN CENTRE 1975-2016	11,586	10,230	10,230	10,537	10,000
426-00	PILOT CHIDESTER 2008-2058	-	40,000	-	41,200	40,000
426-01	CHIDESTER SERVICE IMPROVE FEE	35,000	35,805	35,000	36,879	35,000
427-00	PILOT PUBLIC HOUSING	-	1,841	3,000	1,897	4,000
428-00	PILOT CROSS ST VIL. 1998-2033	6,971	6,650	7,011	6,849	7,000
429-00	JYRO FORD LAKE DAM 10%-2039	26,400	26,000	32,235	26,000	23,200
453-00	CATV FRANCHISE FEES	197,121	180,000	180,000	180,000	190,000
455-00	PEDDLERS/SOLICITORS PERMITS	308	400	400	412	412
456-00	PUBLIC VEHICLE DRIVERS LICENSE	750	1,500	1,500	1,500	1,500
457-00	TAXI AND BUS LICENSES	1,955	4,025	2,000	4,025	2,000
460-00	NEW BUSINESS LICENSES	5,538	6,000	5,000	6,150	5,000
476-00	VACANT/DANGEROUS BLDG INSPECT	-	3,000	3,000	3,000	3,000
477-00	BUILDING PERMITS	81,601	73,000	75,190	75,190	65,000
478-00	ELECTRICAL PERMITS	17,117	16,400	13,500	16,900	13,500
479-00	HEATING PERMITS	22,553	24,000	14,500	24,700	14,500
480-00	PLUMBING PERMITS	24,075	18,000	15,500	18,540	15,500
481-00	SALES AND OCCUPANCY PERMIT	4,950	4,000	4,120	4,120	4,120
482-00	SIGN PERMITS	7,240	5,000	5,150	5,150	5,150
483-00	ANIMAL LICENSES	1,740	1,300	1,600	1,300	1,300
484-02	PENN PARK ADMIN REIMB	8,693	8,966	8,966	-	-
485-00	BICYCLE REGISTRATION	20	5	15	5	5
486-00	REZONING AND APPEALS FEES	14,010	10,000	5,500	10,000	7,500
486-01	IFT OPRA COM REHAB PA328 APPLI			381		-
487-00	CERTIFICATION OF COMPLIANCE	159,946	160,000	145,000	164,800	135,000
489-00	RESIDENTIAL PARKING PERMITS	17,614	24,000	17,000	24,720	17,000
543-00	NOISE PERMIT	160	200	200	200	200
544-00	SEX OFFENDER REGISTRATION FEES	125	70	70	70	70
545-00	STREET CLOSING PERMIT	160	200	100	250	100
565-01	JUSTICE ASSISTANCE GRANT(JAG)	24,970	-	-	-	145,166
570-00	302 FUNDS POLICE TRAINING	10,144	8,000	8,000	8,000	8,000
570-05	CDBG INFRASTRUCTURE GRANT	-	-	-	-	-
573-00	GRANT LOWNET1	4,843	6,000	2,923	6,000	-
573-01	BULLETPROOF VEST PROGRAM	1,869	-	-	-	2,000
573-03	HOMELAND SECURITY GRANT-YFD			90,000		-
573-07	DRUG FORFEITURE SHARING	12,000	12,000	36,000	12,000	36,000
573-11	SCHOOL LIAISON CONTRACT	104,414	111,174	89,141	114,011	87,895
575-01	NON MOTORIZED PLAN DEVELOPMENT			4,571		3,429
576-00	S.S.R. SALES & USE TAX	3,065,476	3,000,000	3,000,000	3,000,000	2,912,202
578-00	S.S.R. LIQUOR LICENSES	17,025	16,000	16,000	16,000	16,000
592-05	DUE FROM YCUA CREDITS	-	-	-	-	-
592-10	DUE FROM SCHOOL ELECTIONS	15,670	8,875	8,875	9,141	9,141
592-12	DUE FROM COUNTY ELECTIONS	11,563	-	-	-	-
627-00	DUPLICATING & PHOTOSTATS	14,998	14,000	13,000	14,000	13,000
628-00	FIRE PROTECTION PUBLIC ACT 289	326,466	300,000	499,392	300,000	326,000
629-00	WEED REMOVAL	50,888	71,610	73,758	73,758	75,000
630-00	NOTARY FEES	830	1,000	600	1,000	600
644-00	CHARGES FOR SERVICES (DPW)	-	-	-	-	-
652-00	PARKING METER REVENUE	85,942	85,000	85,000	90,000	90,000
653-00	IMPOUND FEES-YPD	43,870	55,000	40,000	60,000	40,000
656-00	PARKING TICKET REVENUE	158,822	155,000	135,000	160,000	130,000
657-00	ORDINANCE FINES AND COSTS	105,455	85,000	98,000	85,000	95,000
664-00	INTEREST EARNINGS	456,928	140,000	325,000	168,000	200,000
665-00	APPRECIATION OF FAIR VALUE	232,764	-	-	-	-

**CITY OF YPSILANTI  
GENERAL FUND 101  
REVENUES**

<b>Acct. No.</b>	<b>REVENUES Acct. Description</b>	<b>Actual 2007/2008</b>	<b>Original Budget 2008/2009</b>	<b>Amended Budget 2008/2009</b>	<b>Original Budget 2009/2010</b>	<b>Requested Budget 2009/2010</b>
668-04	222 NORTH HURON STREET	-	-	-	-	-
668-05	224 NORTH HURON STREET	-	-	-	-	-
668-07	POOL LESSONS/FEES	25,674	34,500	34,500	34,500	34,500
668-08	SENIOR CITIZENS CENTER	654	700	700	700	-
668-09	PARKRIDGE REVENUE	36,109	114,318	75,070	146,175	101,270
668-24	AA COM FOUNDED-SENIOR CENTER	-	-	5,000	-	-
668-26	DONATIONS USED - SEN CENTER	35,160	44,414	37,364	45,746	42,913
668-28	YPSI AREA BEYER MEM GRANT SC	5,000	-	-	-	-
676-01	CONTRIBUTION - LAWNET	35,719	33,000	16,870	33,000	16,870
680-01	COST REIMBURSEMENT-YFD	560	600	200	-	200
680-02	COST REIMBURSEMENT-YPD	22,223	10,000	35,000	10,000	35,000
680-03	COST REIMBURSEMENT-DPW	14,493	12,500	20,000	12,500	20,000
680-04	COST REIMBURSEMENT-FINANCE	7,500	10,575	10,575	10,970	18,436
680-05	COST REIMBURSEMENT-PLANNING	288	250	100	250	100
692-00	POOL DONATIONS USED	14,352	16,058	17,148	16,058	17,148
692-01	RUTHERFORD POOL PASSES	23,801	13,412	13,412	13,412	13,412
692-10	ICE RINK DONATIONS USED	-	1,889	-	-	-
695-04	PROCEEDS-10 SOUTH PROSPECT	-	-	-	-	-
695-05	PROCEEDS-SUPERIOR RD	-	100,000	-	-	100,000
695-09	220 N. HURON-MUSEUM	-	-	-	-	-
695-10	PROCEEDS-326 E. MICHIGAN	-	50,000	-	-	50,000
695-11	PROCEEDS-972 WATLING	-	-	-	-	-
695-12	PROCEEDS STARKWEATHER HOUSE	12,501	-	-	-	-
696-03	BOND PROCESSING FEE	160	150	230	180	200
698-00	MISCELLANEOUS REVENUE	164,901	14,000	409,000	14,000	20,642
699-00	APPROPRIATIONS FUND BALANCE	-	-	-	-	844,144
	<b>TOTAL GENERAL FUND REVENUE</b>	<b>14,925,457</b>	<b>14,201,156</b>	<b>15,340,180</b>	<b>14,291,601</b>	<b>14,963,923</b>

**GENERAL FUND  
EXPENDITURES  
[101]**

# City Council

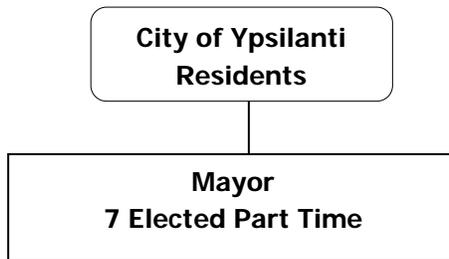
One South Huron Street, Ypsilanti, MI 48197  
 Phone: (734) 483-1100 Fax: (734) 487-8742

**DEPARTMENT DESCRIPTION:**

The City Council is composed of the Mayor and six Council Members, two from each of the three Wards. The City Council is the governing body for the City of Ypsilanti. The role of City Council is to determine policy for the City. The Mayor and City Council address the needs of all citizens by providing information and general assistance.

<p><b>Our Mission</b></p> <p>To represent the citizens of the City of Ypsilanti and to be responsible for all City services.</p>	<p><b>Our Vision</b></p> <p>Make Ypsilanti sustainable and an attractive place to live and work.</p>
--	--

**How We Are Structured**



CITY COUNCIL	SERVICES WE PROVIDE (PROGRAMS)
Appropriation and Resource Management	To set Ypsilanti policy by appropriating funds and positions to all City Departments and initiatives at a level conducive to achieving desired outcomes within the financial constraints of the City's revenue stream
Appointments	To make appointments to all City controlled Boards as set by the City Charter and City ordinances
Governance	To set and review City policies and priorities to ensure operations are conducted in accordance to the Council's mission and vision

<b><u>What We Do</u></b> - - - - - ▶ <b>(Process and Activities)</b>	<b><u>What We Produce</u></b> - - - - - ▶ <b>(Outputs)</b>
Policy Decisions	Establish City Policies
Establish Annual Goals	Goals for Staff to follow and strive toward in preparing budgets and action plans for departmental activities
Hire the City Manager and the City Clerk	Same City Manager for over ten years

<b><u>Who We Serve</u></b> - - - - - ▶ <b>(Customers)</b>	<b><u>What We Are Accomplishing</u></b> <b>(Outcomes)</b>
Ypsilanti Residents	Policy Decisions

<b><u>Who We Are Working With</u></b> - - - - - ▶ <b>(Partners)</b>	
Washtenaw County Commissioners	
Regional Municipalities	
EMU	

**CITY OF YPSILANTI  
GENERAL FUND - CITY COUNCIL DEPARTMENT 101  
EXPENDITURE ANALYSIS**

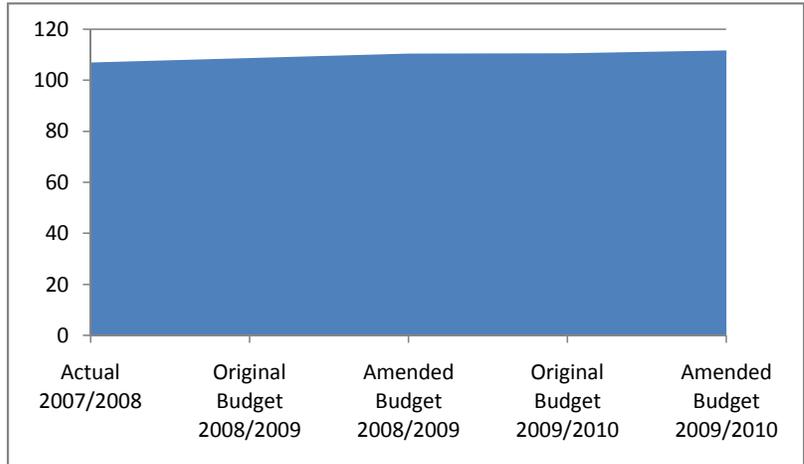
<b>FUND: GENERAL FUND</b>		<b>Actual</b>	<b>Original</b>	<b>Amended</b>	<b>Original</b>	<b>Amended</b>
<b>Dept: 101 CITY COUNCIL</b>		<b>2007/2008</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
<b>Acct. No.</b>	<b>Acct. Description</b>		<b>2008/2009</b>	<b>2008/2009</b>	<b>2009/2010</b>	<b>2009/2010</b>
703-00	SALARIES AND WAGES ELECTED	40,695	40,695	40,695	40,695	40,695
714-00	FRINGE BENEFITS	3,113	3,113	3,113	3,113	3,113
<b>SUB-TOTAL SALARIES, WAGES</b>		<b>43,808</b>	<b>43,808</b>	<b>43,808</b>	<b>43,808</b>	<b>43,808</b>
728-00	OFFICE SUPPLIES	276	500	500	500	500
818-00	CONTRACTUAL SERVICES	43,350	34,800	34,800	36,000	36,000
864-00	CONFERENCES AND WORKSHOPS	1,032	7,500	7,500	7,500	7,500
900-00	PRINTING AND PUBLISHING	275	2,000	2,000	2,000	2,000
958-00	MEMBERSHIPS AND DUES	18,286	20,182	21,946	20,787	21,946
<b>SUB-TOTAL ADMINISTRATIVE</b>		<b>63,219</b>	<b>64,982</b>	<b>66,746</b>	<b>66,787</b>	<b>67,946</b>
<b>GRAND TOTAL</b>		<b>107,027</b>	<b>108,790</b>	<b>110,554</b>	<b>110,595</b>	<b>111,754</b>

	<b>FY 2007-08</b>	<b>FY 2008-09</b>	<b>FY 2008-09</b>	<b>FY 2009-10</b>	<b>FY 2009-10</b>
<b>STAFFING</b>	<b>Actual</b>	<b>Original</b>	<b>Amended</b>	<b>Original</b>	<b>Amended</b>
CITY COUNCIL	7.00	7.00	7.00	7.00	7.00
<b>TOTAL - CITY COUNCIL</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>

**VARIANCE ANALYSIS:**

Memberships and Dues increased due to a new membership in the Mayors and Municipalities Automotive Coalition

**COUNCIL DIVISION EXPENDITURES  
IN (000)**



# FISCAL SERVICES

One South Huron Street, Ypsilanti, MI 48197

Phone: (734) 483-1105 Fax: (734)482-7784

**DEPARTMENT DESCRIPTION:**

The Finance Department consists of the Accounting Division, Assessing Division, and Treasury Division. This Department is responsible for revenue collections, establishing assessed values for real and personal property, and all accounting and finance functions.

## Accounting Division

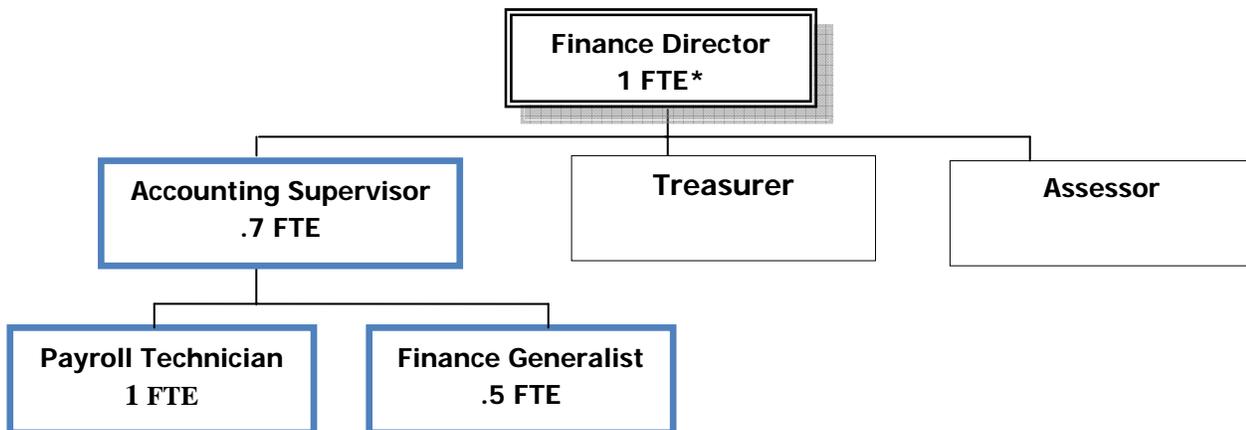
**Our Mission**

To take a leadership role in insuring that all City financial obligations are met by providing fiscal permanence within Ypsilanti City government.

**Our Vision**

To provide the best service possible with the resources we have.

**How We Are Structured**



\* FTE = Full Time Employee

ACCOUNTING DIVISION	SERVICES WE PROVIDE (PROGRAMS)
Payroll	Process payroll for employees and Fire and Police retirees
Accounts Payable	Process approved invoices for payment
Grant Accounting	Maintain financial records on each grant received
Fringe Benefit Costs	Audit monthly bills, prepare for payment and maintain history
General Ledger	Keep accurate records of all transactions
Investing	Invest available funds according to investment policy obtaining the best possible returns with preservation of investment
Budget	Consolidate departmental budgets into City wide budget
Debt Management	Maintain schedule of Long Term Debt
Capital Assets	Track capital assets
Fire & Police Pension Board Support	Supply data to actuary, provide contribution statements, prepare budgets, and reconcile investment accounts

Financial Audit	Work with independent audit firm to produce accurate audited financial statements
Annual Reports	Prepare annual reports required by State and Federal agencies
Train Interns	Train local students in various governmental finance duties

<b>What We Do</b> -----▶ <b>(Process and Activities)</b>	<b>What We Produce</b> -----▶ <b>(Outputs)</b>
Payroll	Issue payroll checks, send automatic deposits, deductions, file related tax forms, and process W-2s, 1099Rs, payroll change forms
Accounts Payable	Enter approved invoices, issue checks, maintain W-9s for all vendors, maintain vendor master file, and issue 1099 MISC as required
Grant Accounting	Obtain copies of grants and grant reports, create a grant worksheet for all grants received by the City, and prepare reimbursement requests for Lawnet and other grants
Fringe Benefit Costs	Audit monthly invoices for medical, prescription, vision, dental and LTD, bill retirees and Housing, and maintain record of historical cost
General Ledger	Review all journal entries, prepare GASB journal entries, and reconcile accounts to supporting documents
Investing	Invest available funds according to investment policy obtaining the best possible returns with preservation of investment
Budget	Prepare budget for accounting division, salaries and benefit costs City wide, worker's compensation and motor pool contributions, Finance Director on Budget Committee, compile departmental budget requests, and compile approved budget for publication
Debt Management	Calculate millage needed to make tax year debt payments and make payments in a timely manner preserving City's current credit rating of A-
Capital Assets	Maintain an updated list of capital assets for each department and record annual depreciation
Fire & Police Pension Board Support	Issue bi-weekly pension checks for F&P retirees, supply active members with an annual statement of contributions plus interest earned, prepare data sheet for actuary to determine benefit choices for new retirees, encourage non-vested ex-members to take a refund of their contributions, balance investment accounts monthly, prepare audit schedules, and prepare data for annual actuarial valuation
Financial Audit	Prepare audit schedules, prepare and post closing journal entries, and review draft audit and revise as necessary
Annual Reports	Prepare and submit: Act 51 report, F-65 report, and deficit correction report if needed, send A-133 to grantor agencies
Train Interns	Teach budget preparation, accounts payable processing, audit schedule preparation and other report generation

<b><u>Who We Serve</u> - - - - - ▶</b> <b>(Customers)</b>	<b><u>What We Are Accomplishing</u></b> <b>(Outcome)</b>
Citizens of Ypsilanti	Accurate financial status of City
All City Departments	Accurate record of actual expenses and revenues and support in budget process
All City Employees and Retirees	Accurate payroll and retirement checks
City Council	Accurate financial information to facilitate leadership decisions
Vendors	Accurate and timely payments for goods and services
Local Students	Provide experience to future governmental employees

<b><u>Who We Are Working With</u> - - - - - ▶</b> <b>(Partners)</b>	
All Other Departments	Exchange accurate data
All Employees	Obtain accurate personal information to enable correct payroll and benefit processing
Banks/Financial Institutions	Obtain highest possible return on investments
Washtenaw County	Information Technology Services
Bond Counsel/Public Financial Consultants	Assure bond covenants are met
City Attorney	Assure contracts are compliant with City policy prior to submitting to City Council for approval
Vendors	Obtain correct address, invoices and Federal ID Number
Contract Professionals	Complete Financial Audit and Actuarial Valuation

**CITY OF YPSILANTI  
FISCAL SERVICES  
GENERAL FUND - ACCOUNTING 201  
EXPENDITURE ANALYSIS**

FUND: GENERAL FUND		Actual	Original	Amended	Original	Amended
Dept: 201 ACCOUNTING		2007/2008	Budget 2008/2009	Budget 2008/2009	Budget 2009/2010	Budget 2009/2010
Acct. No.	Acct. Description					
706-00	PERMANENT WAGES - SALARIES	175,271	180,309	180,309	186,039	182,402
707-00	TEMPORARY WAGES	1,012	7,400	6,200	7,400	6,400
714-00	FRINGE BENEFITS	50,206	50,871	52,173	53,417	54,898
<b>SUB-TOTAL SALARIES, WAGES &amp; FRINGE</b>		<b>226,489</b>	<b>238,580</b>	<b>238,682</b>	<b>246,856</b>	<b>243,700</b>

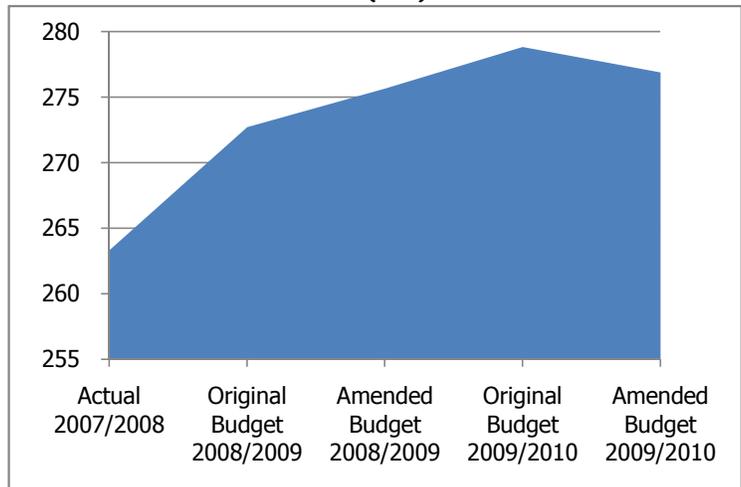
728-00	OFFICE SUPPLIES	2,500	2,558	2,558	2,635	2,635
730-00	POSTAGE	38	110	110	110	110
761-00	TRAVEL			1,200		1,000
807-00	AUDIT FEES	26,191	23,845	22,635	21,437	21,295
818-00	CONTRACTUAL SERVICES	2,887	2,000	4,000	2,000	2,000
853-00	TELEPHONE	1,567	1,636	1,636	1,685	1,685
864-00	CONFERENCE AND WORKSHOPS	717	757	757	780	780
900-00	PRINTING AND PUBLISHING	1,640	1,678	2,500	1,728	2,100
934-00	OFFICE EQUIPMENT RENTAL		200	200	200	200
957-00	BOOKS MAGAZINES AND PERIODICAL	230	270	270	270	270
958-00	MEMBERSHIPS AND DUES	1,055	1,100	1,125	1,133	1,133
<b>SUB-TOTAL ADMINISTRATIVE COSTS</b>		<b>36,825</b>	<b>34,154</b>	<b>36,991</b>	<b>31,978</b>	<b>33,208</b>
<b>GRAND TOTAL</b>		<b>263,314</b>	<b>272,734</b>	<b>275,673</b>	<b>278,834</b>	<b>276,908</b>

	FY 2007-08 Actual	FY 2008-09 Original Budget	FY 2008-09 Amended Budget	FY 2009-10 Original Budget	FY 2009-10 Amended Budget
<b>STAFFING</b>					
ACCOUNTING	3.20	3.20	3.20	3.20	3.20
<b>TOTAL - ACCOUNTING</b>	<b>3.20</b>	<b>3.20</b>	<b>3.20</b>	<b>3.20</b>	<b>3.20</b>

**VARIANCE ANALYSIS:**

A Travel account was added for mileage paid to interns and the amount added came from the Temporary Wages account

**ACCOUNTING DIVISION EXPENDITURES  
IN (000)**



# FISCAL SERVICES

One South Huron Street, Ypsilanti, MI 48197  
 Phone: (734) 483-1530 Fax: (734)483-7324

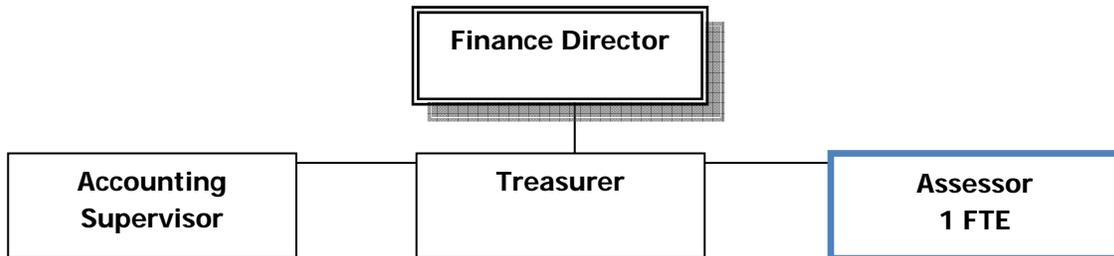
**DEPARTMENT DESCRIPTION:**

The Fiscal Services Department consists of the Accounting Division, Assessing Division, and Treasury Division. This Department is responsible for revenue collections, establishing assessed values for real and personal property, and all accounting and finance functions.

## Assessing Division

<p style="text-align: center;"><b>Our Mission</b></p> <p>To value all legally assessable property in a uniform manner with fairness and impartiality in accordance with the laws of the State of Michigan.</p>	<p style="text-align: center;"><b>Our Vision</b></p> <p>Make property valuation information more accessible and easier to understand and enhance efficiency and productivity by implementing new technology, policies and procedures.</p>
--	---

**How We Are Structured**



\*FTE = Full Time Employee

<b>ASSESSOR</b>	<b>SERVICES WE PROVIDE (PROGRAMS)</b>
Process Principal Residence Exemption Changes	Ensures the correct taxation of properties and assists the Building Department in maintaining the inspections list
Prepare Assessment Rolls	Value property for taxation purposes in accordance with Michigan State Tax Law
Process Personal Property Statements	Value personal property for taxation purposes in accordance with Michigan State Tax Law
Field Work	Inspect properties for changes
Business License Certification	License businesses in accordance with the City Charter
Process Name & Address Changes	Maintain current records and uncap properties which have transferred ownership
Reporting	Reporting in accordance with Michigan State Tax Law.
Board of Review	Hold appeal hearings regarding values and hardship applications

<b><u>What We Do</u></b> - - - - - ▶ <b>(Process and Activities)</b>	<b><u>What We Produce</u></b> - - - - - ▶ <b>(Outputs)</b>
Prepare Assessment Rolls	Values for assessing and taxation purposes
Process Personal Property Statements	Values for taxation purposes
Field Work	Values
Business License Certification	Licenses
Process Name & Address Changes	Accurate Records
Reporting	Compliance with State requirements
Board of Review	The right to dispute property values
Customer Service	Quality customer service
Property Splits/Combinations	Correct taxation and tax maps

<b><u>Who We Serve</u></b> - - - - - ▶ <b>(Customers)</b>	<b><u>What We Are Accomplishing</u></b> <b>(Outcome)</b>
Treasurer	Balanced Tax Rolls
Finance	Maintain Finance spreadsheets for Budget information
Building Department	Maintain current ownership information and maintain the vacant property list
County	Meet County requirements
State	Meet State requirements
DDA Director	Complete DDA reports
Credit Bureau	Provide information on delinquent taxes and appear in court to testify in delinquent personal property disputes
City Attorney	Defend Michigan Tax Tribunals

<b><u>Who We Are Working With</u></b> - - - ▶ <b>(Partners)</b>	
Treasurer	Balanced Tax Rolls
Finance	Maintain Finance spreadsheets for Budget information
Building Department	Maintain current ownership information and maintain the vacant property list
County	Meet County requirements
State	Meet State requirements
DDA Director	Complete DDA reports
Credit Bureau	Provide information on delinquent taxes and appear in court to testify in delinquent personal property disputes
City Attorney	Defend Michigan Tax Tribunals

**CITY OF YPSILANTI  
FISCAL SERVICES  
GENERAL FUND - ASSESSING 209  
EXPENDITURE ANALYSIS**

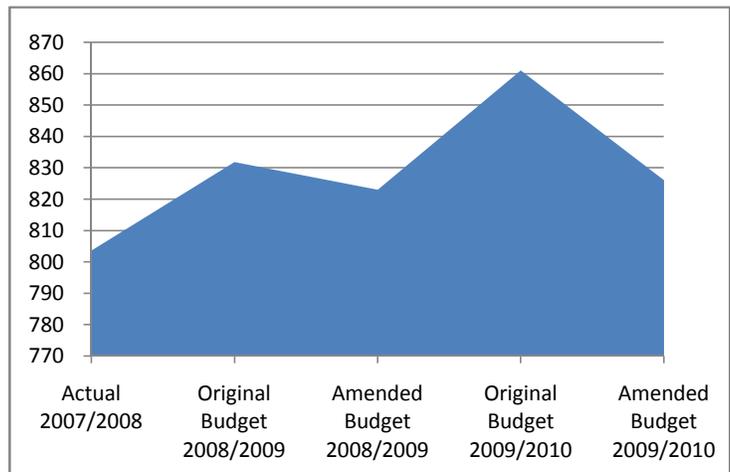
FUND: 101 GENERAL FUND Dept: 209 ASSESSING		Actual 2007/2008	Original Budget 2008/2009	Amended Budget 2008/2009	Original Budget 2009/2010	Amended Budget 2009/2010
<b>Acct. No.</b>	<b>Acct. Description</b>					
706-00	PERMANENT WAGES - SALARIES	59,055	60,152	60,152	61,957	60,152
714-00	FRINGE BENEFITS	13,381	14,813	13,866	15,791	14,345
	<b>SUB-TOTAL SALARIES, WAGES &amp; FRINGE</b>	<b>72,436</b>	<b>74,965</b>	<b>74,018</b>	<b>77,748</b>	<b>74,497</b>

728-00	OFFICE SUPPLIES	991	1,023	1,200	1,054	1,054
757-00	OPERATING SUPPLIES	-	-	-	-	-
818-00	CONTRACTUAL SERVICES	1,236	1,289	1,289	1,328	1,289
853-00	TELEPHONE	2,154	1,581	1,932	1,628	1,932
864-00	CONFERENCES AND WORKSHOPS	-	150	150	150	150
900-00	PRINTING AND PUBLISHING	301	665	253	685	253
943-00	EQUIPMENT RENTAL OR LEASE DEP	3,000	3,000	3,000	3,000	3,000
958-00	MEMBERSHIPS AND DUES	250	315	255	315	230
960-00	PROFESSIONAL DEVELOPMENT	-	200	200	200	200
	<b>SUB-TOTAL ADMINISTRATIVE COSTS</b>	<b>7,932</b>	<b>8,223</b>	<b>8,279</b>	<b>8,360</b>	<b>8,108</b>
	<b>GRAND TOTAL</b>	<b>80,368</b>	<b>83,188</b>	<b>82,297</b>	<b>86,108</b>	<b>82,605</b>

	FY 2007-08 Actual	FY 2008-09 Original Budget	FY 2008-09 Amended Budget	FY 2009-10 Original Budget	FY 2009-10 Amended Budget
<b>STAFFING</b>					
ASSESSING	1.00	1.00	1.00	1.00	1.00
<b>TOTAL-ASSESSING</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>

**ASSESSING DIVISION EXPENDITURES  
IN (000)**

VARIANCE ANALYSIS:  
Minimal variance



# FISCAL SERVICES

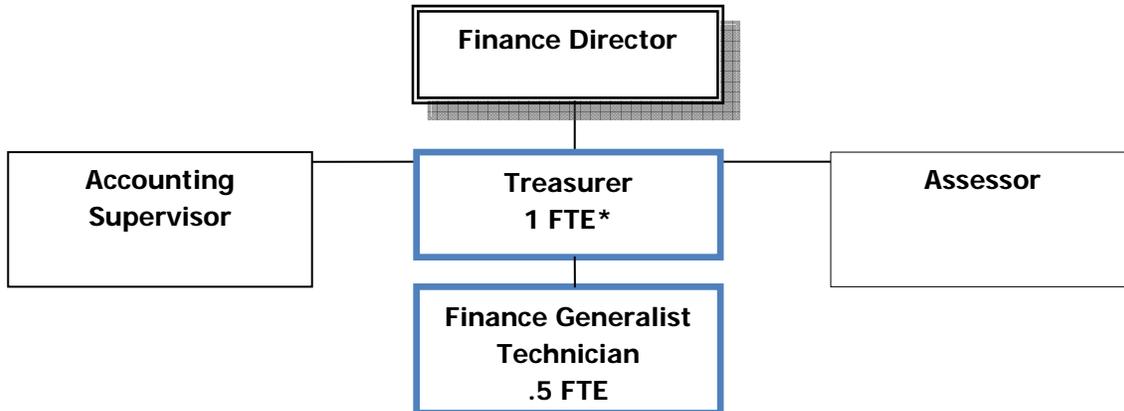
One South Huron Street, Ypsilanti, MI 48197  
Phone: (734) 483-1103 Fax: (734)482-5790

**DEPARTMENT DESCRIPTION:**

The Fiscal Services Department consists of the Accounting Division, Assessing Division, and Treasury Division. This Department is responsible for revenue collections, establishing assessed values for real and personal property, and all accounting and finance functions.

## Treasurer Division

<p style="text-align: center;"><b>Our Mission</b></p> <p>To offer the best customer service possible while providing collection, receipt, and deposit services for all funds due to and received by the City of Ypsilanti in a courteous, efficient, accurate, accountable and timely manner, and further to provide all other support services as required in a way that allows us to meet the combined needs of community, business and government while operating within the framework of the City's overall mission statement.</p>	<p style="text-align: center;"><b>Our Vision</b></p> <p>To see the City of Ypsilanti as a national leader in the quality of life offered to all its citizens, and achieve effective partnerships between city government and its constituents.</p>
<p><b><u>How We Are Structured</u></b></p>	



\* Full time Employees

TREASURY	SERVICES WE PROVIDE (PROGRAMS)
Tax information	Real and Personal Property Tax information
Customer Service	Answering telephones and counter
Residential Parking Permits	Sell permits for residential & downtown residence as well as downtown employees. Maintain keep the records for the permit program.
YCUA payments	Collect monthly water bill payments

<b>What We Do</b> - - - - - ▶ <b>(Process and Activities)</b>	<b>What We Produce</b> - - - - - ▶ <b>(Outputs)</b>
Answer telephones	Answers to customers
Customer Service	Happy satisfied customers
Prepare the City Tax Roll	Tax bills which brings in revenue
Sell Residential Parking Permits	Street parking for citizens
Reconcile G/L accounts	Bi-weekly checks to units
Collect & distribute current property tax	Accurate paid receipts and records for citizens/escrow companies
Reports for the state	Accurate information required by the state
Conduct daily banking	Banking transactions
Bankruptcies	Bankruptcy information to the Attorney's Office
Tenant Escrow Accounts	Funds set aside by tenant until disputes are settled
A/R	Funds in G/L accounts
A/P	Create vendors and invoices
Process mortgage tax request lists	Tax bills to be paid by mortgage/escrow companies
Special Assessment Roll	Tax liens on tax bills
Cover the Assessor's Office	Assessment Information
Quarterly Census Report	Tax Information
Collect YCUA payments	Water payments to YCUA
Collect delinquent PP payments	Revenue
Treasurer supervise and train the Finance Generalist	Accurate and informed employee
Issue delinquent tax notices	
Balance recorded receipts w/deposited cash	Daily cash out report and supporting schedules
Collect & distribute delinquent property tax	Accurate paid receipts and records for citizens/escrow companies
Make refunds & adjustments as directed	Refunds/billings completed
Receive and record revenue for all City departments & programs	Accurate receipts and records
Balance Trust & Agency accounts	Bi-weekly and Annually reconciliation reports
Ensure taxing jurisdictions receive levied revenue	Settlement reports and records
Maintain & prepare tax rate schedule	Up-to-date database and on-demand reports
Secure, update, adjust & maintain property tax roll records	Up-to-date database (Equalizer)
Assist in reconciling Citizens Bank checking account	Reconciled accounts

<b><u>Who We Serve</u>      - - - - - ▶</b> <b>(Customers)</b>	<b><u>What We Are Accomplishing</u></b> <b>(Outcomes)</b>
YCUA	Collections and payouts of taxes
Cities, villages, and townships	Tax information
County Treasurer	Tax settlement and collections
County Equalization department	Accurate millage rate
Non-profit organizations	Helping the Seniors
Ypsilanti School District	Collections and payouts of taxes
State of Michigan	Reporting to State
WCC	Collections and payouts of taxes
WISD	Collections and payouts of taxes
Ypsilanti Credit Bureau	Delinquent Personal Property collections
City Attorney	All legal issues with Treasury Division
DDA Director	Parking permit program
Building Department	Special Assessments & cash receipts
Planning Department	Parking permit program
Accounting Department	Balanced G/L and bank accounts
Assessor	Balanced assessment and tax rolls

<b><u>Who we are working with</u>      - - - - - ▶</b> <b>(Partners)</b>	
All other departments	To exchange accurate data
All employees	To obtain accurate personal information to enable correct payroll and benefit processing.
Banks/Financial Institutions	To obtain highest possible return on investments
Washtenaw County	Information Technology Services
Bond Counsel/Public Financial Consultants	To assure bond covenants are met.
City Attorney	To assure contract are compliant with City policy prior to submitting to City Counsel for approval.
Vendors	To correct address, invoices and federal ID
Contract Professionals	To complete Financial Audit, Actuarial Valuation

**CITY OF YPSILANTI  
FISCAL SERVICES  
GENERAL FUND - TREASURY DEPARTMENT 253  
EXPENDITURE ANALYSIS**

FUND: GENERAL FUND Dept: 253 TREASURY		Actual 2007/2008	Original Budget 2008/2009	Amended Budget 2008/2009	Original Budget 2009/2010	Amended Budget 2009/2010
<b>Acct. No.</b>	<b>Acct. Description</b>					
706-00	PERMANENT WAGES - SALARIES	85,387	87,199	87,200	89,646	87,707
707-00	TEMPORARY WAGES	-	-	-	-	-
714-00	FRINGE BENEFITS	21,133	22,289	22,139	23,339	22,661
	<b>SUB-TOTAL SALARIES, WAGES &amp; FRI</b>	<b>106,520</b>	<b>109,488</b>	<b>109,339</b>	<b>112,985</b>	<b>110,368</b>

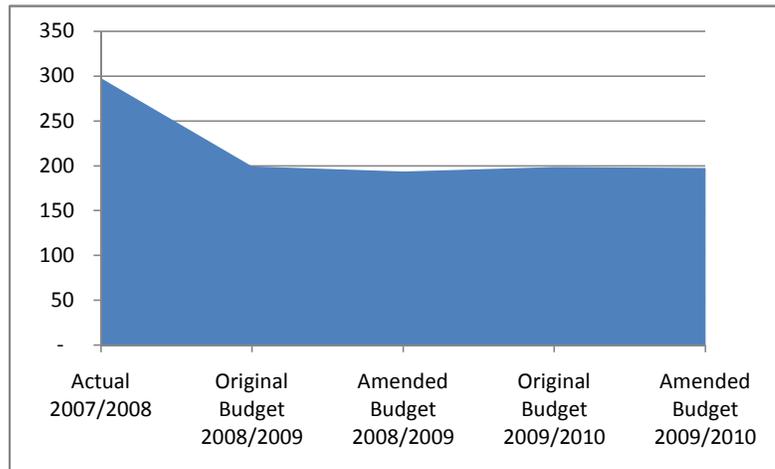
728-00	OFFICE SUPPLIES	719	1,381	1,381	1,422	1,000
730-00	POSTAGE	14,188	20,000	16,000	16,000	14,000
807-00	AUDIT FEES	6,830	6,036	6,036	5,427	5,679
853-00	TELEPHONE	1,127	1,330	1,330	1,370	1,237
900-00	PRINTING AND PUBLISHING	6,228	5,627	4,533	5,795	4,700
934-00	OFFICE EQUIPMENT RENTAL	2,373	2,428	2,148	2,500	2,150
958-00	MEMBERSHIPS AND DUES	10	20	10	20	10
960-00	PROFESSIONAL DEVELOPMENT	128	133	-	137	130
962-53	MTT SEV-TAX REVERTED SALES	159,676	53,000	53,000	53,000	58,440
	<b>SUB-TOTAL ADMINISTRATIVE COSTS</b>	<b>191,279</b>	<b>89,955</b>	<b>84,438</b>	<b>85,671</b>	<b>87,346</b>
	<b>GRAND TOTAL</b>	<b>297,799</b>	<b>199,443</b>	<b>193,777</b>	<b>198,656</b>	<b>197,714</b>

	FY 2007-08 Actual	FY 2008-09 Original Budget	FY 2008-09 Amended Budget	FY 2009-10 Original Budget	FY 2009-10 Amended
<b>STAFFING</b>					
TREASURY	1.50	1.50	1.50	1.50	1.50
<b>TOTAL-TREASURY</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>

**VARIANCE ANALYSIS:**

Postage decreased because the original budget included an extra election that was not needed

**TREASURY EXPENSES  
in (000)**



**CITY OF YPSILANTI  
FISCAL SERVICES  
GENERAL FUND - TRANSFERS AND CONTRIBUTIONS 967  
EXPENDITURE ANALYSIS**

FUND:		Actual	Original	Amended	Original	Amended
EXPENSES		2007/2008	Budget	Budget	Budget	Budget
Dept: 967			2008/2009	2008/2009	2009/2010	2009/2010
Acct. No.	Acct. Description					
991-00	PRINCIPAL	-	-	-	-	-
995-00	INTEREST	-	-	-	-	-
999-00	PAYING AGENT FEES	-	-	-	-	-
965-00	CONTRIBUTION TO LOCAL STREETS	2,424	-	-	-	-
965-04	CONTRIBUTION TO CAPITAL	292,514	342,572	336,340	301,825	426,905
965-05	CONTRIBUTION TO WATER STREET	50,000	50,000	150,000	50,000	125,000
965-07	CONTRIB RETIREE HEALTH CARE - MERS	463,600	610,640	531,710	644,736	472,605
965-15	CONTRIB TO LAND REV-WATER STREET	52,500	52,500	52,500	52,500	52,500
965-18	YPSILANTI DISTRICT LIB - SBT	11,622	11,622	11,622	11,622	11,622
965-19	CONTRIBUTION TO MAJOR STREET	4,439	-	-	-	804,144
965-31	CONTRIBUTION TO (477) WATER ST BOND	250,000	300,000	300,000	304,135	534,382
965-45	CONTRIBUTION TO WORKERS COMP	-	-	-	-	-
969-01	ANN ARBOR TRANSIT AUTHORITY (AATA)	126,425	274,000	226,756	158,967	158,967
969-11	CONTRIB TO ANN ARBOR SPARK	8,500	8,500	8,500	8,500	8,500
<b>SUB-TOTAL ADMINISTRATIVE COSTS</b>		<b>1,262,023</b>	<b>1,649,834</b>	<b>1,617,428</b>	<b>1,532,285</b>	<b>2,594,625</b>
<b>GRAND TOTAL</b>		<b>1,262,023</b>	<b>1,649,834</b>	<b>1,617,428</b>	<b>1,532,285</b>	<b>2,594,625</b>

**VARIANCE ANALYSIS:**

Transfer to capital improvement fund increased due to full payment for accounting software that was originally budgeted to be paid over 4 years. It also includes transfer for the Freighthouse Restoration management cost.

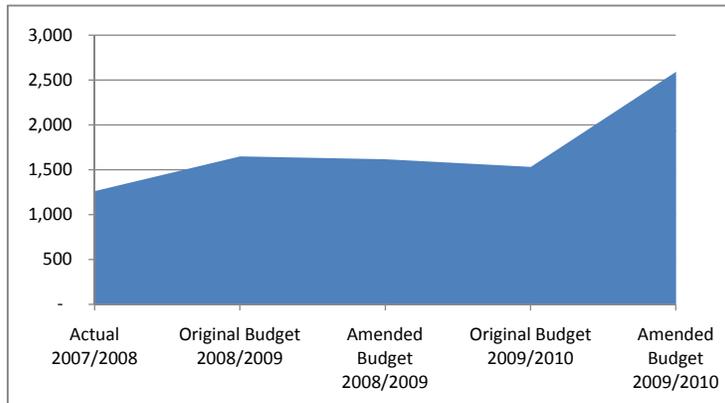
The expenditures of Contribution to Water Street increased due to an increase in the use of professional services

Contribution to Retiree Heal Care and Ann Arbor Transit Authority (AATA) decreased to balance the budget.

Contribution to Major Street increased due to Cross Street Corridor construction.

Contribution to Water Street Bond increased to cover the City's first payment after using the capitalized interest.

**DEBT, TRANSFERS AND CONTRIBUTIONS EXPENDITURES  
IN (000)**



# Administrative Services

One South Huron Street, Ypsilanti, MI 48197  
Phone: (734) 483-1810 Fax: (734) 483-7260

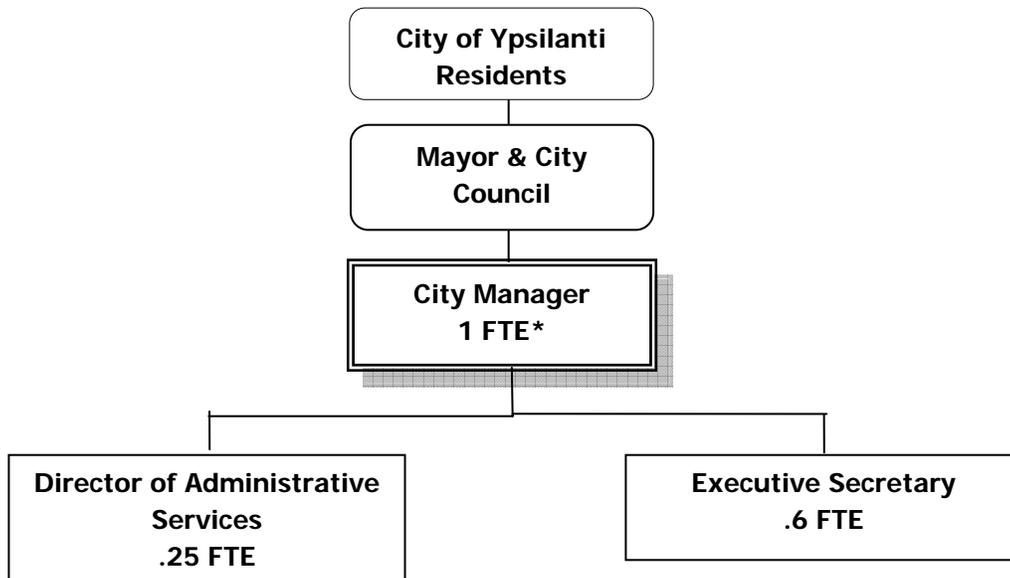
**DEPARTMENT DESCRIPTION:**

The City Manager is the Chief Administrative Officer of the City and is responsible for administration of all departments, coordination with City Council, and the provision of information on City policies, programs, and activities.

## City Manager's Office

Our Mission	Our Vision
<p>The City Manager shall be the chief administrative officer of the City, responsible to the Council for the administration of all City affairs placed in the Manager's charge by or under this Charter.</p>	<p>To have an open, transparent and accessible decision making process.</p> <p>To maintain fiscal solvency and sustainability.</p> <p>To have customer friendly service.</p>

**How We Are Structured**



\* Full Time Employee

CITY MANAGER'S OFFICE	SERVICES WE PROVIDE (PROGRAMS)
External Representation	To represent the City's interests at the local, regional & state levels of government
Internal Representation	Coordinating issues to appear on City Council meeting agendas, Coordinating the annual goal setting process and Coordinating Economic Development activities

<b><u>What We Do</u></b> - - - - - ▶ <b>(Process and Activities)</b>	<b><u>What We Produce</u></b> - - - - - ▶ <b>(Outputs)</b>
Direct/ supervise the administration of all departments, offices and agencies of the city, except as otherwise provided by The Charter or by law	Police Services, Fire Services, Public Services, Financial Services, Administrative Services and Legal Services are delivered to the public in a fair, coordinated and cost effective manner
See that all laws, provisions of The Charter, and acts of the City Council, subject to enforcement by the City Manager or by officers subject to the Manager's direction and supervision, are faithfully executed	Ordinances and laws are enforced by the Police, Fire, and Building Departments and are prosecuted by the City Attorney
Prepare and submit the annual budget and capital program to the City Council	A balanced and Capital Improvement program budget is presented to City Council, is prepared based upon council priorities and adopted within Charter requirements
Submit to the City Council and make available to the public a complete report on the finances and administrative activities of the City as of the end of each fiscal year	City finances are audited annually by an independent auditing firm and findings are presented to City Council and are available to the public
Make such other reports as the City Council may require concerning the operations of City departments, offices and agencies subject to the City Manager's direction and supervision and shall submit such reports to all Members of Council	Recent reports include Regional Police study, Water Street redevelopment options; Obsolete Property Reduction Act as an economic redevelopment tool, Compliance with the Living Wage Ordinance
Keep the City Council fully advised as to the financial condition and future needs of the City	Budget Reports are provided to City council on a quarterly basis in addition to long-term financial forecasts
Make recommendations to the City Council concerning the affairs of the City	Recommendations include participating in a functional fire district with the City of Ann Arbor, applying for critical bridge funding for LeForge and Spring Street bridge repairs, locating a business incubator in Downtown, granting a Payment in Lieu of Taxes and municipal services agreement for Chidester Place
Provide staff support services for the Mayor and Council Members	The Council Information Letter, which contains updates, information and potential issues and is presented to City Council on a regular basis
Notary Public	Provide prompt and courteous service

<b><u>Who We Serve</u></b> - - - - - ▶ <b>(Customers)</b>	<b><u>What We Are Accomplishing</u></b> <b>(Outcomes)</b>
City Council	Advancement of City Council policies, Support to Council members so they have adequate information to make informed decisions
Residents of City of Ypsilanti	Delivery of City services in a cost-effective, unbiased and impartial manner
City Departments	A motivated, well-trained work force to serve the residents of the City

<b><u>Who We Are Working With</u></b> - - - - ▶ <b>(Partners)</b>	
County Departments	County Board members and County Administrator's staff
Eastern Michigan University	The President, Vice Presidents and Deans
Washtenaw Metro Alliance	Representative from Washtenaw County, city of Ann Arbor and Ann Arbor, Pittsfield, Scio, Superior and Ypsilanti Townships
Ypsilanti Chamber of Commerce	Executive Director and Board Members
State of Michigan	State Senator Brater, State Representative Smith, Officials from the Michigan Economic Development Corporation, Department of Environment Quality, Michigan State Housing Development Authority and Department of Natural Resources, Michigan Department of Transportation
City of Ypsilanti	City Department Heads, DDA Executive Director, Public Housing Executive Director, Board and Commission Members
Ypsilanti Community Utilities Authority	Executive Director and City Representative
Ypsilanti School Board	Superintendent and School Board President
Volunteers	Freighthouse and Parkridge Committees

**CITY OF YPSILANTI  
ADMINISTRATIVE SERVICES  
GENERAL FUND - CITY MANAGER & COMMUNITY SERVICE DEPARTMENT 172-173  
EXPENDITURE ANALYSIS**

<b>FUND: GENERAL FUND Dept: 172-173 CITY MANAGER</b>		<b>Actual 2007/2008</b>	<b>Original Budget 2008/2009</b>	<b>Amended Budget 2008/2009</b>	<b>Original Budget 2009/2010</b>	<b>Amended Budget 2009/2010</b>
<b>Acct. No.</b>	<b>Acct. Description</b>					
706-00	PERMANENT WAGES - SALARIES	171,013	151,087	155,522	154,858	155,522
707-00	TEMPORARY WAGES	4,285	12,800	12,800	12,800	12,800
714-00	FRINGE BENEFITS	38,064	29,826	29,805	30,915	28,946
	<b>SUB-TOTAL SALARIES, WAGES &amp; FRINGES</b>	<b>213,362</b>	<b>193,713</b>	<b>198,127</b>	<b>198,573</b>	<b>197,268</b>
728-00	OFFICE SUPPLIES	369	563	500	580	500
757-00	OPERATING SUPPLIES	207	256	-	264	-
761-00	TRAVEL			100		100
818-00	CONTRACTUAL SERVICES	134	460	200	474	200
853-00	TELEPHONE	1,890	2,046	3,674	2,107	3,821
900-00	PRINTING AND PUBLISHING	408	600	510	618	561
934-00	OFFICE EQUIPMENT RENTAL	395	512	512	527	527
943-00	EQUIPMENT RENTAL	3,000	3,000	3,000	3,000	3,000
957-00	BOOKS MAGAZINES AND PERIODICAL	162	166	166	171	171
958-00	MEMBERSHIPS AND DUES	2,121	1,585	1,659	1,634	1,741
960-00	PROFESSIONAL DEVELOPMENT	2,964	3,070	2,000	3,162	2,500
	<b>SUB-TOTAL ADMINISTRATIVE COSTS</b>	<b>11,650</b>	<b>12,258</b>	<b>12,321</b>	<b>12,537</b>	<b>13,121</b>
	<b>GRAND TOTAL</b>	<b>225,012</b>	<b>205,971</b>	<b>210,448</b>	<b>211,110</b>	<b>210,389</b>

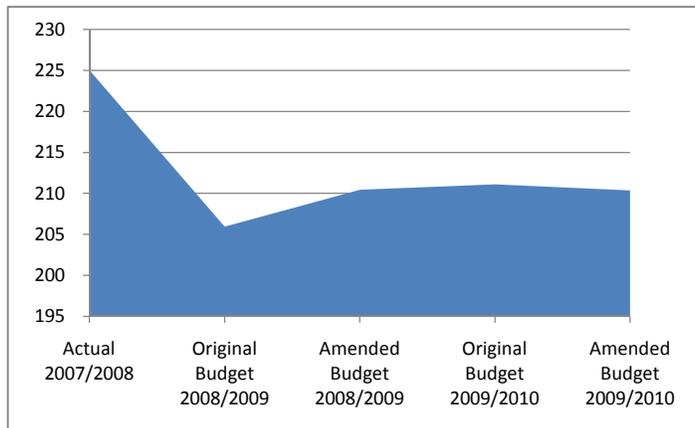
	<b>FY 2007-08 Actual</b>	<b>FY 2008-09 Original Budget</b>	<b>FY 2008-09 Amended Budget</b>	<b>FY 2009-10 Original Budget</b>	<b>FY 2009-10 Amended Budget</b>
<b>STAFFING</b>					
CITY MANAGER	1.85	1.85	1.85	1.85	1.85
<b>TOTAL - CITY MANAGER</b>	<b>1.85</b>	<b>1.85</b>	<b>1.85</b>	<b>1.85</b>	<b>1.85</b>

**VARIANCE ANALYSIS:**

Amount increased primarily in Permanent wages-salaries; Telephone expenditures; and Memberships and Dues.

Expenditures decreased primarily in Operating supplies; Contractual services; and Professional development.

**CITY MANAGER DIVISION EXPENDITURES  
IN (000)**



# ADMINISTRATIVE SERVICES

One South Huron Street, Ypsilanti, MI 48197  
 Phone: (734) 483-1242 Fax: (734) 483-7387

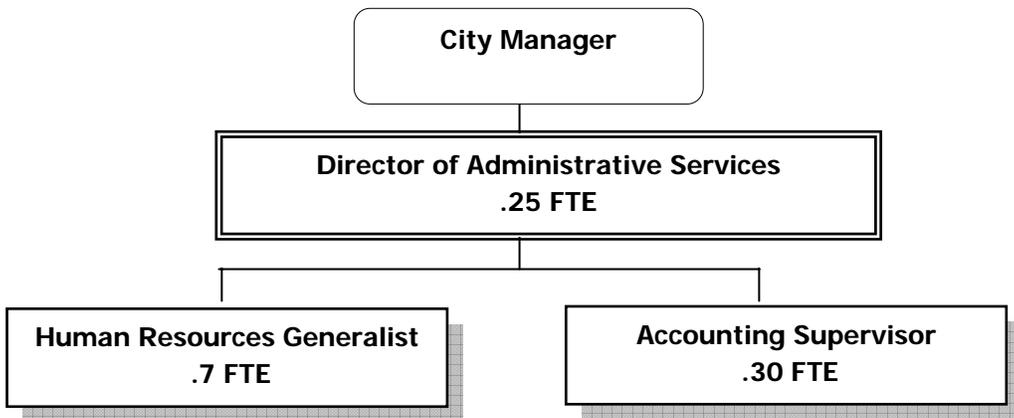
**DEPARTMENT DESCRIPTION:**

The Human Resources Department is responsible for employment hiring, administration and negotiation of union contracts and Equal Employment Opportunity/Affirmative Action compliance.

## Human Resources

<p style="text-align: center;"><b>Our Mission</b></p> <p>To provide quality service to our employees and retirees in order to meet their needs in employment, benefits, training and safety while still maintaining our City's Policies and Procedures. In addition, to provide quality customer service to meet the public's needs.</p>	<p style="text-align: center;"><b>Our Vision</b></p> <p>To obtain and maintain the most qualified workforce that produces and contributes to the needs of their respective departments.</p>
--	---

**How We Are Structured**



\*FTE = Full Time Employee

<b>Human Resources</b>	<b><u>Services We Provide (Programs)</u></b>
Open Enrollment	Organize and present Open Enrollment options to employees each year
MERS Election	Set-up and coordinate the MERS Election each year in April for those elected to attend the MERS Pension Fund Conference
Training	Set-up and coordinate various training for the employees, i.e., CPR, Violence in the Workplace, Customer Service, etc.

<b>What We Do</b> - - - - - ▶ <b>(Process and Activities)</b>	<b>What We Produce</b> - - - - - ▶ <b>(Outputs)</b>
MCOLES	Prepare necessary paperwork to hire a new police officer that is coordinated with the State of Michigan-Lansing; This includes physical, drug screen and psychological testing, filing an Authorization Release Form, Affidavit to enter into Licensing Process Form, License Activation Form, Standards Compliance Verification Form and the Oath of Office
Exit Interviews	Prepare exit paperwork for current employees who are resigning from the City; This includes information about their health care benefits and their cash out of vacation if applicable; We go over the exit interview questionnaire and answer any questions the employee may have
Health Care Benefits	Assist employees and retirees with adds, deletions and changes to their health care benefits, organize annual Open Enrollment
Recruiting/Interviewing	Recruit new employees through advertising and job posting online; Review applications; Set up interviews with applicants; conduct interviews; mail correspondence to applicants interviewed; makes recommendations for action
Safety Committee	We produce a healthy and safe work environment for our employees
HR Functions	Maintain an HR database of all current employees hired; assist in reviewing and developing personnel policies; provide confidential counseling to employees, maintain departmental records and files in accordance with State Law; prepare files and log for offsite storage; prepare HR invoices for payment; monitor employee appraisal system; maintain the employee leave accrual system, update the HR webpage as needed, respond to general public and employee inquires
Surveys	Prepares and submits wage and benefit surveys.
Employee Newsletter	Prepares a monthly newsletter as a means of presenting informative communications to staff.
Supervise Intern	Teaching an EMU Intern about the various HR functions. This is a hands-on training process so our intern will be able to obtain knowledge and future employment in their field.
DOT Requirements	Notify and prepare paperwork for random drug screen and alcohol testing for our DPW Department. Maintain and record results.
Negotiations	Attend and keep notes for contract negotiations for AFSCME, IAFF, COAM and POAM. Make copies of the finalized contracts and distribute to union members, City Manager, City Attorney, Labor Attorney, Finance and appropriate department heads. Lead Negotiator.
Labor Relations	Respond to Grievance and Discipline Procedures as warranted.

<b><u>Who We Serve</u>      - - - - - ▶</b> <b>(Customers)</b>	<b><u>What We Are Accomplishing</u></b> <b>(Outcomes)</b>
Current Employees	Assisting, educating and coordinating various human resource functions to our staff.
Retirees	Providing the coordination and education of health insurance and pension benefits.
Residents	Ensuring that we hire quality employees to meet the public service needs.

<b><u>Who we are working with</u> - - - - - ▶</b> <b>(Partners)</b>	
(Type in Partner here and under)	(Type in Outcomes here and under)
Accident Fund	Workers' Comp Claims
Fort Dearborn	Life Insurance Claims
Griffin, Smalley & Wilkerson	Health Care Broker
Blue Cross Blue Shield	Health Care
EHIM	Prescription Drug
Assurant	Dental Care
MECA	Vision
UNUM	Long Term Disability
Fifer Investigations	Background Checks
TEAM	Employee Assistance Program
AFLAC, Colonial, ICMA & Hartford	Supplemental Insurances for employees
Drug Screen Plus	Drug testing service for DPW
MCare Occupational Health Services	Workers' Comp. Injuries
Finn's Insurance Agency	Workers' Comp Insurance
MERS	AFSCME and Non-Union Pension Fund
Kestly Development	Application System and Pre-Employment Testing
Pre-Paid Legal	Legal Services (Supplemental Benefit for Employees)

**CITY OF YPSILANTI  
ADMINISTRATIVE SERVICES  
GENERAL FUND - HUMAN RESOURCES 226  
EXPENDITURE ANALYSIS**

FUND: GENERAL FUND		Actual	Original	Amended	Original	Amended
Dept: 226 HUMAN RESOURCES		2007/2008	Budget	Budget	Budget	Budget
Acct. No.	Acct. Description		2008/2009	2008/2009	2009/2010	2009/2010
706-00	PERMANENT WAGES - SALARIES	92,856	73,785	75,937	75,998	75,937
707-00	TEMPORARY WAGES	1,625	5,820	10,400	5,820	10,400
714-00	FRINGE BENEFITS	29,598	23,804	20,153	25,956	21,464
<b>SUB-TOTAL SALARIES, WAGES &amp; FRINGES</b>		<b>124,079</b>	<b>103,409</b>	<b>106,490</b>	<b>107,774</b>	<b>107,801</b>

728-00	OFFICE SUPPLIES	1,872	2,000	1,500	2,000	1,500
765-00	TEST AND TESTING SUPPLIES	13,693	15,000	3,000	15,000	3,000
818-00	CONTRACTUAL SERVICES	54,794	14,000	31,202	14,000	45,000
828-00	MEDICAL SERVICES	6,760	6,627	7,500	6,629	6,000
853-00	TELEPHONE	1,900	2,000	2,000	2,000	2,000
864-00	CONFERENCES AND WORKSHOPS	378	1,500	-	2,000	-
900-00	PRINTING AND PUBLISHING	2,918	3,450	3,450	3,450	3,450
957-00	BOOKS MAGAZINES AND PERIODICAL	644	750	500	750	500
958-00	MEMBERSHIPS AND DUES	725	750	750	750	750
960-00	PROFESSIONAL DEVELOPMENT	2,523	4,000	1,600	4,000	1,500
<b>SUB-TOTAL ADMINISTRATIVE COSTS</b>		<b>86,207</b>	<b>50,077</b>	<b>51,502</b>	<b>50,579</b>	<b>63,700</b>
<b>GRAND TOTAL</b>		<b>210,286</b>	<b>153,486</b>	<b>157,992</b>	<b>158,353</b>	<b>171,501</b>

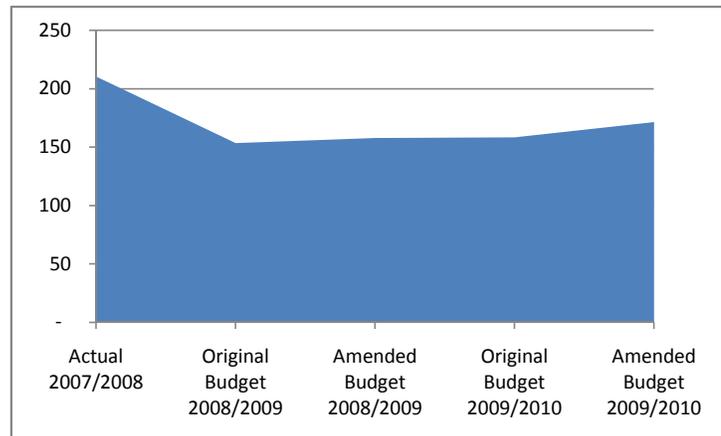
	FY 2007-08 Actual	FY 2008-09 Original Budget	FY 2008-09 Amended Budget	FY 2009-10 Original Budget	FY 2009-10 Amended Budget
<b>STAFFING</b>					
HUMAN RESOURCES	1.55	1.55	1.55	1.55	1.55
<b>TOTAL-HUMAN RESOURCES</b>	<b>1.55</b>	<b>1.55</b>	<b>1.55</b>	<b>1.55</b>	<b>1.55</b>

**HUMAN RESOURCES DIVISION EXPENDITURES  
IN (000)**

**VARIANCE ANALYSIS:**

Temporary Wages increased due to increased use of interns

Contractual Services increased due to increase in number of employment background investigations and DPS operational analysis.



# ADMINISTRATIVE SERVICES

One South Huron Street, Ypsilanti, MI 48197  
 Phone: (734) 482-1025 Fax: (734) 483-7444

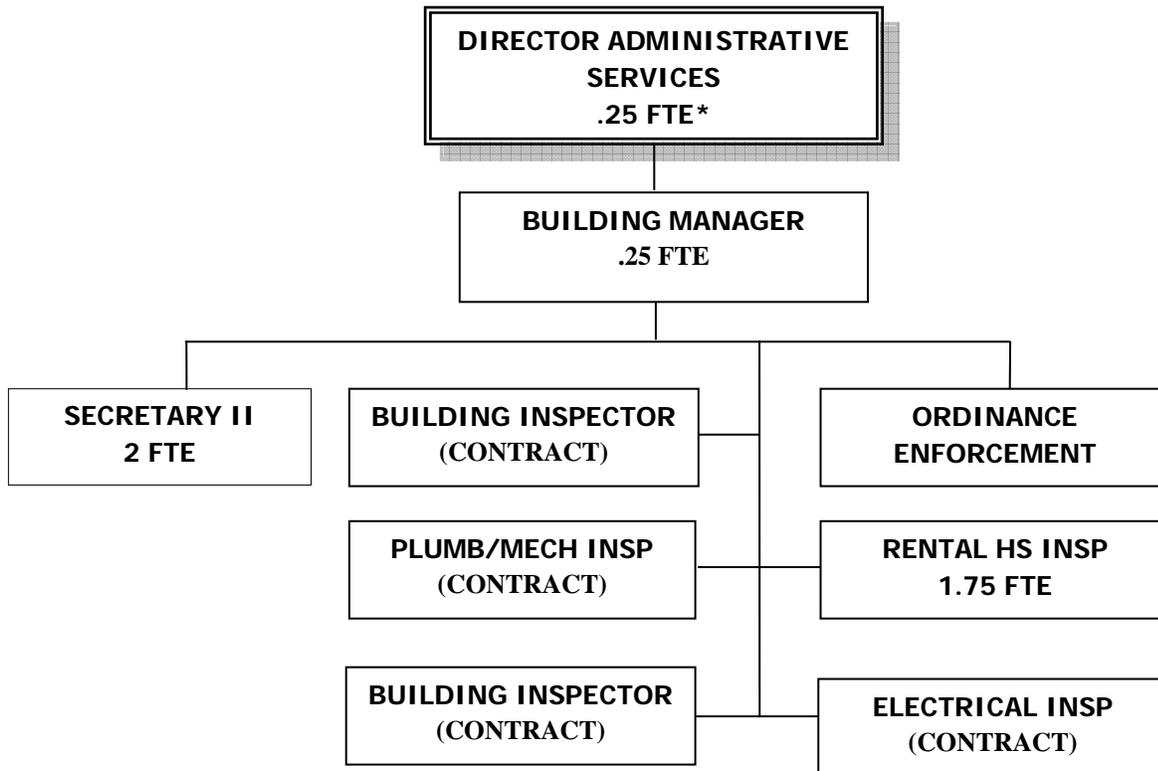
**DEPARTMENT DESCRIPTION:**

The Building Department is responsible for the enforcement of the building codes, plan review and building inspections, rental housing inspections and ordinance enforcement and animal control.

## Building Department

<p style="text-align: center;"><b>Our Mission</b></p> <p>To maintain and improve the safety and attractiveness of the built environment by providing excellent building inspection, rental housing inspection and ordinance enforcement services within available resources.</p>	<p style="text-align: center;"><b>Our Vision</b></p> <p>To work collaboratively to ensure the built environment of the City of Ypsilanti is safe and attractive for people who live, work and visit here so that investment will not only be maintained, but also will grow.</p>
--	--

**How We Are Structured**



\*FTE = Full Time Employees

<b>BUILDING DEPARTMENT</b>	<b>SERVICES WE PROVIDE(PROGRAMS)</b>
Building inspection services	Administer adopted building construction codes to ensure minimum standards of building, mechanical, plumbing and electrical systems to protect residential and commercial building users.
Rental housing inspection services	Administer adopted property maintenance code to ensure minimum standards of compliance in all rental housing.
Ordinance enforcement	Enforce public nuisance, zoning and other ordinances to ensure compliance with code requirements.
Appeals board support	Provide support to County Construction Board of Appeals and City Property Maintenance Appeals Board

<b><u>What We Do</u>      - - - - - ▶</b> <b>(Process and Activities)</b>	<b><u>What We Produce</u>      - - - - - ▶</b> <b>(Outputs)</b>
Building inspection services Plan review Permits Inspections Code enforcement/complaint response Contractor registration	Construction plans that are in compliance with applicable codes Construction permits Inspections that ensure proper construction Resolved complaints involving building integrity and construction quality Certified contractors
Rental housing inspection services Inspections Certification of buildings, units & rooms Code enforcement/complaint response	Inspections that ensure compliance with applicable codes Documented compliance with applicable codes Resolved complaints involving rental housing suitability for occupancy
Ordinance enforcement Compliance inspections Complaint response Court testimony	Inspections that document compliance with applicable codes Resolved complaints concerning nuisances and zoning Support to city attorney in gaining compliance
Appeals board support County Construction Board of Appeals City Property Maintenance Board of Appeals	Staff reports and recommendations Minutes

<b><u>Who We Serve</u>      - - - - - ▶</b> <b>(Customers)</b>	<b><u>What We Are Accomplishing</u></b> <b>(Outcomes)</b>
Contractors	Building inspection services Construction projects that are completed in a manner that protects the health and safety of the residents and visitors of the City

Homeowners	Rental housing inspection services: Rental housing units that provide safe housing for tenants at all income levels Preservation of the housing stock
Landlords	Ordinance enforcement A clean, safe and attractive community Education of citizens regarding the standards of the City
Tenants	Appeals board support Provision of professional recommendations regarding code issues

<b><u>Who we are work with</u></b> - - - - - ▶ <b>(Partners)</b>	
Developers	Facilitate proper development within the codes and ordinances of the City while providing professional, courteous, and timely assistance with their projects
Engineering firms	To ensure the site plan review is professional, timely and appropriate for each and every construction project
Architects	To help them along with their clients to prove plans that conform to the code and standards of the City
General public	To ensure that all our residents live and work in safe and healthy environment
City Council and appointed boards & commissions	To keep Council informed of significant issues and work with them to pass resolutions and ordinance that affect or residents
Other City departments	To work closely with all departments to ensure all appropriate services are delivered and to find successful resolution to any issue affecting residents' health and safety
Local units of government	To partner with Pittsfield Township to provide professional building inspection and building official duties
Contractors	To aid contractors in the building process in a seamless delivery to ensure proper permits are available in a timely manner
Courts	To keep the Courts updated on the codes and ordinances that affect the City of Ypsilanti and use them to help facilitate and mediate an end result that keeps our buildings safe and in turn, our residents safe

**CITY OF YPSILANTI  
ADMINISTRATIVE SERVICES  
GENERAL FUND - ORDINANCE ENFORCEMENT AND BUILDING INSPECTION 341 - 371  
EXPENDITURE ANALYSIS**

FUND: GENERAL FUND		Actual	Original	Amended	Original	Amended
Dept: 341-371 BUILDING		2007/2008	Budget	Budget	Budget	Budget
Acct. No.	Acct. Description		2008/2009	2008/2009	2009/2010	2009/2010
706-00	PERMANENT WAGES - SALARIES	252,210	296,749	235,393	305,199	210,041
707-00	TEMPORARY WAGES	-	1,500	200	1,500	-
709-00	OVERTIME	549	2,300	-	2,300	-
714-00	FRINGE BENEFITS	90,797	110,116	73,236	119,993	69,887
<b>SUB-TOTAL SALARIES, WAGES &amp; FRINGES</b>		<b>343,556</b>	<b>410,665</b>	<b>308,829</b>	<b>428,992</b>	<b>279,928</b>

728-00	OFFICE SUPPLIES	566	1,126	878	1,159	500
757-00	OPERATING SUPPLIES	3,169	4,297	3,909	4,426	3,500
769-00	MAINTENANCE ALLOWANCE	1,800	1,800	1,800	1,800	1,200
818-00	CONTRACTUAL SERVICES	109,787	115,088	145,000	118,541	145,000
818-44	CONTRACTUAL SERVICES - MISC	2,200	3,600	800	3,600	800
853-00	TELEPHONE	3,664	4,604	4,604	4,742	3,342
864-00	CONFERENCES AND WORKSHOPS	-	2,000	2,000	2,000	2,000
900-00	PRINTING AND PUBLISHING	-	153	-	158	500
943-00	EQUIPMENT RENTAL	50,000	20,000	20,000	20,000	10,000
957-00	BOOKS MAGAZINES AND PERIODICAL	302	614	-	632	600
958-00	MEMBERSHIPS AND DUES	160	307	-	316	316
960-00	PROFESSIONAL DEVELOPMENT	128	400	-	400	-
<b>SUB-TOTAL ADMINISTRATIVE COSTS</b>		<b>171,776</b>	<b>153,989</b>	<b>178,991</b>	<b>157,774</b>	<b>167,758</b>
<b>GRAND TOTAL</b>		<b>515,332</b>	<b>564,654</b>	<b>487,820</b>	<b>586,766</b>	<b>447,686</b>

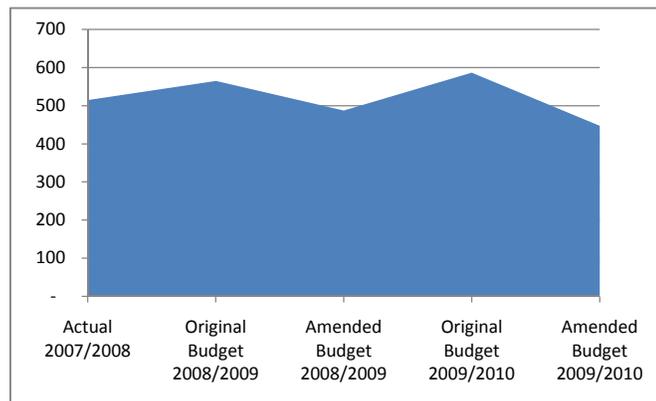
	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	FY 2009-10
STAFFING	Actual	Original	Amended	Original	Amended
ORDINANCE ENFORCEMENT	1.00	1.00	0.00	1.00	0.00
BUILDING INSPECTION	5.25	5.25	4.25	4.25	4.25
<b>TOTAL - ORDINANCE ENFORCEMENT AND BUILDING INSPECTION</b>	<b>6.25</b>	<b>6.25</b>	<b>4.25</b>	<b>5.25</b>	<b>4.25</b>

**VARIANCE ANALYSIS:**

The reduction in wages and benefits reflects the decision to leave Ordinance Enforcement position vacant.

Contractual Services costs are expected to be higher than originally planned because Pittsfield Township is providing Building Official services for the department.

**BUILDING EXPENDITURES  
IN (000)**



# ADMINISTRATIVE SERVICES

One South Huron Street, Ypsilanti, MI 48197  
Phone: (734) 483-9646 Fax: (734) 483-7260

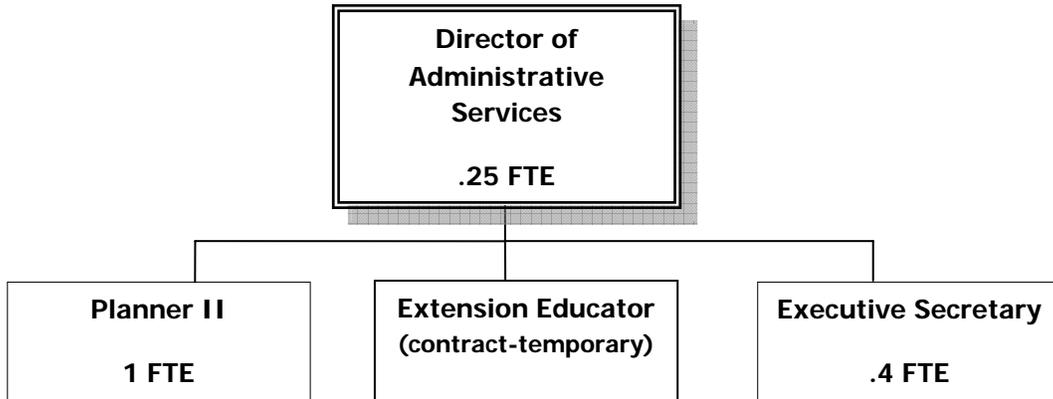
**DEPARTMENT DESCRIPTION:**

The Planning and Development Department is responsible for long range planning, development review, zoning administration, historic preservation and economic revitalization.

## Planning and Development

<p style="text-align: center;"><b>Our Mission</b></p> <p>To maintain and improve the quality of life in the City of Ypsilanti by providing excellent planning, zoning, preservation and economic development services within available resources.</p>	<p style="text-align: center;"><b>Our Vision</b></p> <p>To work creatively and collaboratively to enhance the natural and built environment of the City of Ypsilanti so that its population grows, its economy thrives, and it becomes the premier community of choice in Eastern Washtenaw County.</p>
---	---

**How We Are Structured**



\*FTE = Full Time Employees

PLANNING AND DEVELOPMENT	SERVICES WE PROVIDE(PROGRAMS)
Long range planning	Preparation, amendment and implementation of the City Master Plan, neighborhood plans, corridor plans and parks plans; participation in regional planning initiatives
Development review	Evaluation and processing of development applications
Zoning administration	Evaluation and processing of applications for variances or appeals; zoning compliance coordination
Historic preservation	Evaluation and processing of applications for work permits in the historic district; provision of information about the historic district ordinance

Economic revitalization	Provision of information and assistance related to economic development and brownfield redevelopment; public facility improvement planning; grant writing
Board and commission support	Provision of staff support to the planning commission, zoning board of appeals, historic preservation commission, economic development corporation and city brownfield redevelopment authority

<b><u>What We Do</u></b> - - - - - ▶ <b>(Process and Activities)</b>	<b><u>What We Produce</u></b> - - - - - ▶ <b>(Outputs)</b>
Long range planning Amend City Master Plan Implement City Master Plan Implement Parks & Recreation Master Plan	Implement master plan recommendations Increased understanding of City land use policy
Development review Process & evaluate applications	Recommendations and reports on rezonings, including planned unit developments; site plans; special use approvals; alley and street vacations; zoning ordinance text amendments; and sign permits
Zoning administration Compliance inspections Court testimony Zoning information	Site plans or permits that comply with applicable codes and conditions Inspections that ensure appropriate development Maps and written information about correct zoning
Historic preservation Process & evaluate applications Compliance inspections Historic preservation information	Work permits that comply with historic district code and HDC conditions Inspections that ensure appropriate changes Written information about historic preservation
Economic revitalization Redevelopment policies and incentives Capital improvements planning	Preparation & implementation of policies and collaborative incentives to support rehabilitation or redevelopment Five-yr CDBG CIP with DPW, Urban County
Board and commission support Planning Commission Zoning Board of Appeals Historic District Commission Economic Development Corp. Brownfield Redevelopment Authority	Staffing New member orientation and board training Staff reports and recommendations Minutes

<b><u>Who We Serve</u>      - - - - - ▶</b> <b>(Customers)</b>	<b><u>What We Are Accomplishing</u></b> <b>(Outcomes)</b>
Citizens of Ypsilanti	Long range planning Orderly, sustainable development within the city Promotion of regional partnerships and cooperation
Property & business owners of Ypsilanti	Development review Development and redevelopment in compliance with ordinances
Developers	Zoning administration Provision of accurate zoning information for public reliance Enforcement of approval conditions Improvement of ordinances to respond to changing community needs
City of Ypsilanti departments	Historic preservation Preservation of city's historic resources to maintain community character Education of citizens regarding important historic preservation issues
City Council & appointed boards & commissions	Economic revitalization Enhancement of tax base and creation of jobs
	Board and commission support Provision of professional recommendations and guidance regarding land use matters to appointed and elected officials

<b><u>Who we are working with</u>      - - - - - ▶</b> <b>(Partners)</b>	
Citizens of Ypsilanti	Improvement of property Involvement in long-range planning processes
City departments	Information sharing; coordination of plan review and ordinance enforcement efforts.
Local universities, colleges & schools	Assistance and alternative perspectives on active planning issues via internships and coursework
Washtenaw County	Coordination of recreation and long-range economic development and land use planning
Washtenaw Area Transportation Study	Creation and implementation of regional transit and non-motorized transportation plans
Local units of government	Coordination of long-range planning and citizen assistance activities
State & federal agencies	Direct grant and loan funding and facilitation of financial aid to citizens and businesses Technical assistance and training
Non-profit agencies	Planning and provision of recreation, economic development, and community development programs

**CITY OF YPSILANTI  
ADMINISTRATIVE SERVICES  
GENERAL FUND - PLANNING AND DEVELOPMENT 801-805  
EXPENDITURE ANALYSIS**

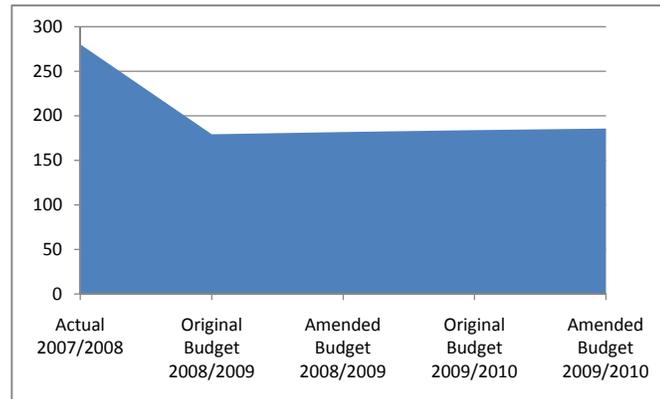
FUND: GENERAL FUND		Actual	Original	Amended	Original	Amended
Dept: 801 -805		2007/2008	Budget	Budget	Budget	Budget
Acct. No.	Acct. Description		2008/2009	2008/2009	2009/2010	2009/2010
706-00	PERMANENT WAGES - SALARIES	181,856	90,676	92,828	93,396	92,828
707-00	TEMPORARY WAGES	17,670	21,000	25,282	21,000	28,212
714-00	FRINGE BENEFITS	61,768	28,948	25,380	30,985	26,196
<b>SUB-TOTAL SALARIES, WAGES &amp; FRINGES</b>		<b>261,294</b>	<b>140,624</b>	<b>143,490</b>	<b>145,381</b>	<b>147,236</b>
728-00	OFFICE SUPPLIES	636	1,180	1,692	1,215	1,742
730-00	POSTAGE	19	256	100	264	100
757-00	OPERATING SUPPLIES	214	512	-	527	-
761-00	TRAVEL			250		250
807-00	AUDIT FEES	10,080	8,909	8,909	8,009	8,382
818-00	CONTRACTUAL SERVICES	-	20,000	20,000	20,000	20,000
853-00	TELEPHONE	1,867	1,637	1,637	2,128	1,800
864-00	CONFERENCES AND WORKSHOPS	453	1,900	-	1,957	-
900-00	PRINTING AND PUBLISHING	515	1,500	2,500	1,545	2,500
934-00	OFFICE EQUIPMENT RENTAL	-	250	250	250	250
957-00	BOOKS MAGAZINES AND PERIODICAL	185	384	350	396	400
958-00	MEMBERSHIPS AND DUES	1,040	1,064	1,064	1,096	1,096
960-00	PROFESSIONAL DEVELOPMENT	3,801	1,125	1,800	1,159	2,000
<b>SUB-TOTAL ADMINISTRATIVE COSTS</b>		<b>18,810</b>	<b>38,717</b>	<b>38,552</b>	<b>38,546</b>	<b>38,520</b>
<b>GRAND TOTAL</b>		<b>280,104</b>	<b>179,341</b>	<b>182,042</b>	<b>183,927</b>	<b>185,756</b>

	FY 2007-08 Actual	FY 2008-09 Original Budget	FY 2008-09 Amended Budget	FY 2009-10 Original Budget	FY 2009-10 Amended Budget
<b>STAFFING</b>					
PLANNING & DEVELOPMENT	3.40	1.65	1.65	1.65	1.65
<b>TOTAL-PLANNING &amp; DEVELOPMENT</b>	<b>3.40</b>	<b>1.65</b>	<b>1.65</b>	<b>1.65</b>	<b>1.65</b>

**VARIANCE ANALYSIS:**

Temporary wages will be funded by a grant the City received to develop a plan to better accommodate non motorized transportation.

PLANNING & DEVELOPMENT EXPENDITURES  
IN (000)



# ADMINISTRATIVE SERVICES

591 Armstrong, Ypsilanti, MI 48197  
 Phone: (734) 483-7700 Fax: (734) 483-7703

**DEPARTMENT DESCRIPTION:**

Parkridge Community Center is a recreational facility which is managed by volunteers.

## Parkridge Community Center

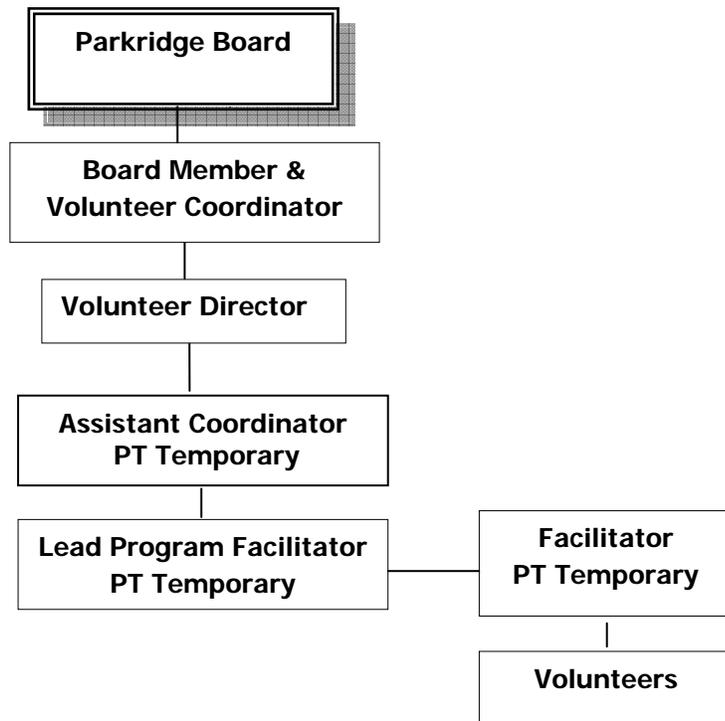
**Our Mission**

We at Parkridge are dedicated to ensuring in our youth, their families and all who pass through our doors a sense of community ownership, responsibility, and civic duty while we learn, share and have fun.

**Our Vision**

Because of its location in the Gateway district of the city, Parkridge Community Center is poised to be one of the primary hubs for community interaction. Reducing multi-generational gaps, the Center will be a place that collects living histories, helps foster productive young adults while nurturing and encouraging the next generations of both. Through these fruitful acts, Parkridge expects to return to the community the wonder and energy that all of these individuals have to share.

**How We Are Structured**



PARKRIDGE COMMUNITY CENTER	SERVICES WE PROVIDE(PROGRAMS)
After school activities for children and youth during the k-12 academic year	Educational –tutoring; homework help; arts & crafts; small & large group discussions; large & small group recreation; educational fieldtrips

Daytime activities for children and youth during the summer	<p>Explorative -trips to museums; historic sights; plays; musical displays; etc.</p> <p>Physical -college summer sports games; professional games; athletic clinics and camps; Center lead cardiovascular activities) experiences.</p>
Daytime activities for older adults of the surrounding communities	Communal –space for older adults to interact with one another through various sorts of activities with differing levels of activity

<b><u>What We Do</u> ----- ►</b> <b>(Process and Activities)</b>	<b><u>What We Produce</u></b> <b>(Outputs)</b>
Provide Safe Space	Youth who feel a sense of safety and security within the walls of the Center to explore and learn Older adults who regain a sense of safety and belonging in their communities Both will gain a bit of familiarity with each other
Tutoring	Youth acquire better understandings of specified components in specific academic areas explored
Discussion Groups	Improved communication skills
Arts & Crafts	Greater comfort in using inanimate items for self expression; learn different ways to see various objects
Group Recreation	Greater ability to follow directions, work with others in team/problem-solving situations, learn to work toward common goals
Educational Fieldtrips	Youth will be made more aware of their general surroundings; will have been exposed to locations, processes and people within the community and county
Provide activities for Older Adults	Older adults who feel comfortable frequenting the Center; opportunities for older adults and youth to foster positive interactions
Board & Card Games	Increase ability to focus on tasks, acquire different skills based on activity, learn tolerance

<b><u>Who We Serve</u> ----- ►</b> <b>(Customers)</b>	<b><u>What We Are Accomplishing</u></b> <b>(Outcomes)</b>
Children and youth ages 8 to 17 who reside in the Gateway area of Southern Ypsilanti.	<ul style="list-style-type: none"> <li>• Increased knowledge and understanding of higher educational opportunities;</li> <li>• Increased exposure to institutions of higher education;</li> <li>• Increased levels of community exposure;</li> <li>• Increased levels of participation in community and civic activities.</li> </ul>
Older Adults ages 55+ who reside in the Gateway area of Southern Ypsilanti	Provision for these adults to have a local space to enjoy each other and have recreational activities

<b>Who We Are Working With - - - - - ▶ (Partners)</b>	
Washtenaw Community College Harriet Street Center	Focused tutoring services; Access to educational workshops for youth
Eastern Michigan University (EMU)	Additional volunteer facilitators and staffing for Center programming; Access to educational programs for youth; Access to relevant campus activities
Ozone House	Combined programming for teens; leadership training opportunities for staff and youth

**CITY OF YPSILANTI  
ADMINISTRATIVE SERVICES  
GENERAL FUND - PARKRIDGE CENTER 696  
EXPENDITURE ANALYSIS**

GENERAL FUND RECREATION Dept: 696		Actual 2007/2008	Original Budget 2008/2009	Amended Budget 2008/2009	Original Budget 2009/2010	Amended Budget 2009/2010
<b>FUND:</b>						
<b>Acct. No.</b>	<b>Acct. Description</b>					
707-00	TEMPORARY WAGES	28,098	92,000	58,269	122,500	77,692
709-00	OVERTIME	236	-	-	-	-
714-00	FRINGE BENEFITS	2,168	2,818	4,731	3,675	6,308
	<b>SUB-TOTAL SALARIES, WAGES &amp; FRINGES</b>	<b>30,502</b>	<b>94,818</b>	<b>63,000</b>	<b>126,175</b>	<b>84,000</b>

728-00	OFFICE SUPPLIES	-	300	750	300	750
757-00	OPERATING SUPPLIES	1,846	6,500	6,500	6,500	6,500
761-00	TRAVEL	-	-	2,520	-	2,520
818-00	CONTRACTUAL SERVICES	2,150	300	300	300	300
853-00	TELEPHONE	3,340	2,000	2,000	2,000	2,000
920-00	PUBLIC UTILITIES	14,271	16,000	16,000	17,000	16,000
932-00	JANITORIAL SERVICE	4,800	4,800	4,800	4,800	4,800
943-00	EQUIPMENT RENTAL OR LEASE DEP	-	-	-	-	-
	<b>SUB-TOTAL ADMINISTRATIVE COSTS</b>	<b>26,407</b>	<b>29,900</b>	<b>32,870</b>	<b>30,900</b>	<b>32,870</b>
	<b>GRAND TOTAL</b>	<b>56,909</b>	<b>124,718</b>	<b>95,870</b>	<b>157,075</b>	<b>116,870</b>

668-09	DONATIONS USED - PARKRIDGE	36,109	114,318	75,070	146,175	101,270
--------	----------------------------	--------	---------	--------	---------	---------

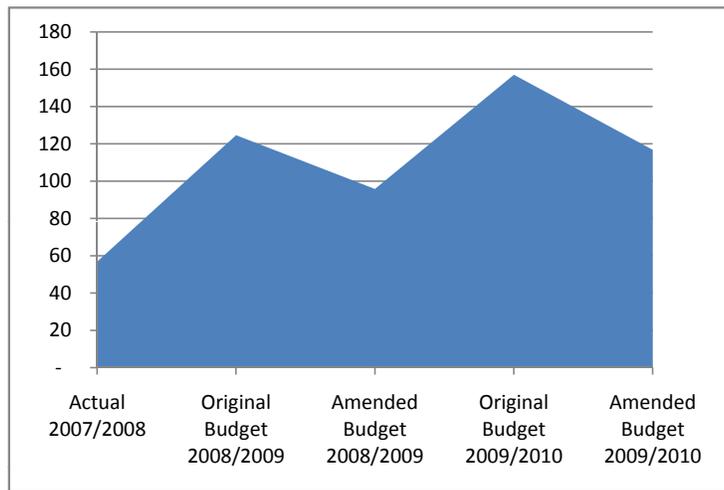
**CITY CONTRIBUTION TO UTILITIES & JANITORIAL                      20,800           10,400           20,800           10,900           15,600**

**VARIANCE ANALYSIS:**

Temporary Wages decreased due to fewer programs

Public Utilities being paid by the City at 100% this fiscal year

**PARKRIDGE COMMUNITY CENTER EXPENSES  
IN (000)**



**CITY OF YPSILANTI  
ADMINISTRATIVE SERVICES  
GENERAL FUND - SWIMMING POOL 697  
EXPENDITURE ANALYSIS**

GENERAL FUND SWIMMING POOL Dept: 697		Actual 2007/2008	Original Budget 2008/2009	Amended Budget 2008/2009	Original Budget 2009/2010	Amended Budget 2009/2010
<b>FUND:</b>						
<b>Acct. No.</b>	<b>Acct. Description</b>					
707-00	TEMPORARY WAGES	34,399	31,500	31,500	31,500	31,500
714-00	FRINGE BENEFITS	2,631	2,410	2,410	2,410	2,410
<b>SUB-TOTAL SALARIES, WAGES &amp; FRINGES</b>		<b>37,030</b>	<b>33,910</b>	<b>33,910</b>	<b>33,910</b>	<b>33,910</b>

757-00	OPERATING SUPPLIES	9,114	10,010	10,010	10,010	10,010
818-00	CONTRACTUAL SERVICES	2,241	3,150	3,150	3,150	3,150
853-00	TELEPHONE	491	450	450	450	450
864-00	CONFERENCES AND WORKSHOPS	1,267	-	-	-	-
920-00	PUBLIC UTILITIES	18,359	24,000	24,000	24,000	24,000
933-00	EQUIPMENT MAINTENANCE	7,325	4,450	4,450	4,450	4,450
<b>SUB-TOTAL ADMINISTRATIVE COSTS</b>		<b>38,797</b>	<b>42,060</b>	<b>42,060</b>	<b>42,060</b>	<b>42,060</b>
<b>GRAND TOTAL</b>		<b>75,827</b>	<b>75,970</b>	<b>75,970</b>	<b>75,970</b>	<b>75,970</b>

**REVENUE**

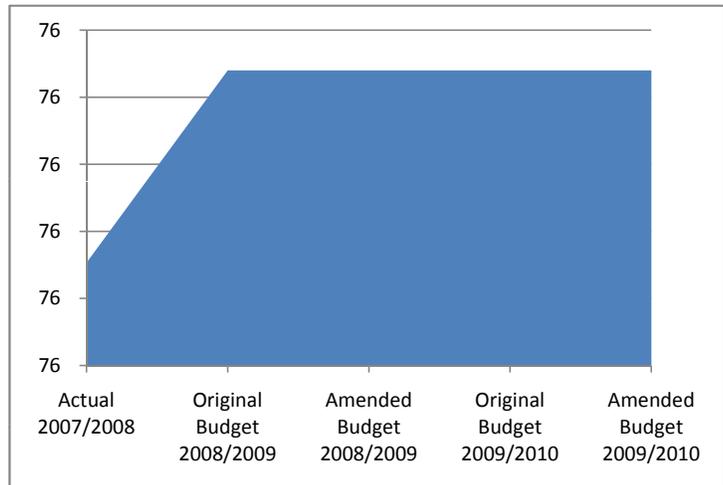
668-07	POOL LESSONS/FEES	25,674	34,500	34,500	34,500	34,500
692-01	RUTHERFORD POOL PASSES	23,801	13,412	13,412	13,412	13,412
692-00	POOL DONATIONS USED	14,352	16,058	17,148	16,058	17,148
<b>SUB-TOTAL REVENUES</b>		<b>63,827</b>	<b>63,970</b>	<b>65,060</b>	<b>63,970</b>	<b>65,060</b>

<b>CITY CONTRIBUTION TO UTILITIES &amp; JANITORIAL</b>	<b>12,000</b>	<b>12,000</b>	<b>10,910</b>	<b>12,000</b>	<b>10,910</b>
--	---------------	---------------	---------------	---------------	---------------

**VARIANCE ANALYSIS:**

Public Utilities being paid by the City at 50% this fiscal year

**SWIMMING POOL EXPENDITURES  
IN (000)**





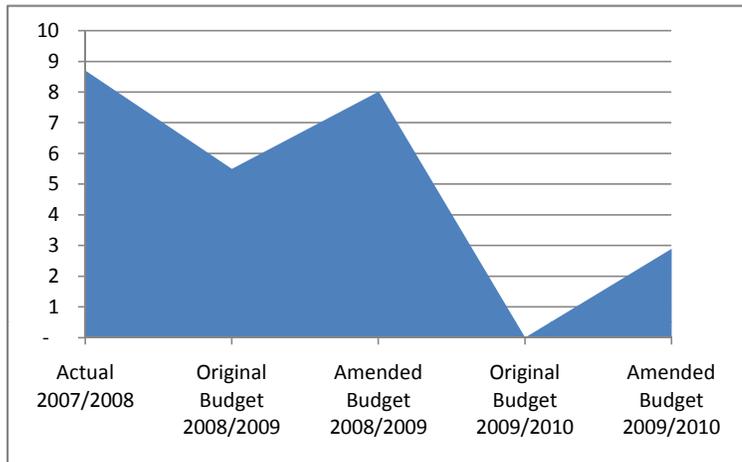
**CITY OF YPSILANTI  
ADMINISTRATIVE SERVICES  
GENERAL FUND - PROPERTIES FOR SALE 269 - 278  
EXPENDITURE ANALYSIS**

FUND: EXPENSES Dept: 269-278		Actual 2007/2008	Original Budget 2008/2009	Amended Budget 2008/2009	Original Budget 2009/2010	Amended Budget 2009/2010
Acct. No.	Acct. Description					
775-00	REPAIR AND MAINTENANCE SUPPLY	-	-	-	-	-
818-00	CONTRACTUAL SERVICES	8,679	5,500	8,013	-	2,900
920-00	PUBLIC UTILITIES	19	-	-	-	-
	<b>SUB-TOTAL ADMINISTRATIVE COSTS</b>	<b>8,698</b>	<b>5,500</b>	<b>8,013</b>	<b>-</b>	<b>2,900</b>
	<b>GRAND TOTAL</b>	<b>8,698</b>	<b>5,500</b>	<b>8,013</b>	<b>-</b>	<b>2,900</b>

**VARIANCE ANALYSIS:**

Market conditions created an increase in expenditures for Contractual Services

**PROPERTIES FOR SALE  
IN (000)**



# PUBLIC SERVICES

One South Huron Street, Ypsilanti, MI 48197  
Phone: (734) 483-1421 Fax: (734) 483-1018

**DEPARTMENT DESCRIPTION:**

The Department of Public Works is responsible for Street Maintenance, Fall Leaf Collection, Tree Maintenance, Building and Equipment Maintenance, Solid Waste Services, Recycling and Composting and Parks Maintenance. Each position is in the organizational chart of its home department with the understanding that all DPW employees work in whatever area of the department is needed.

## Public Building Maintenance

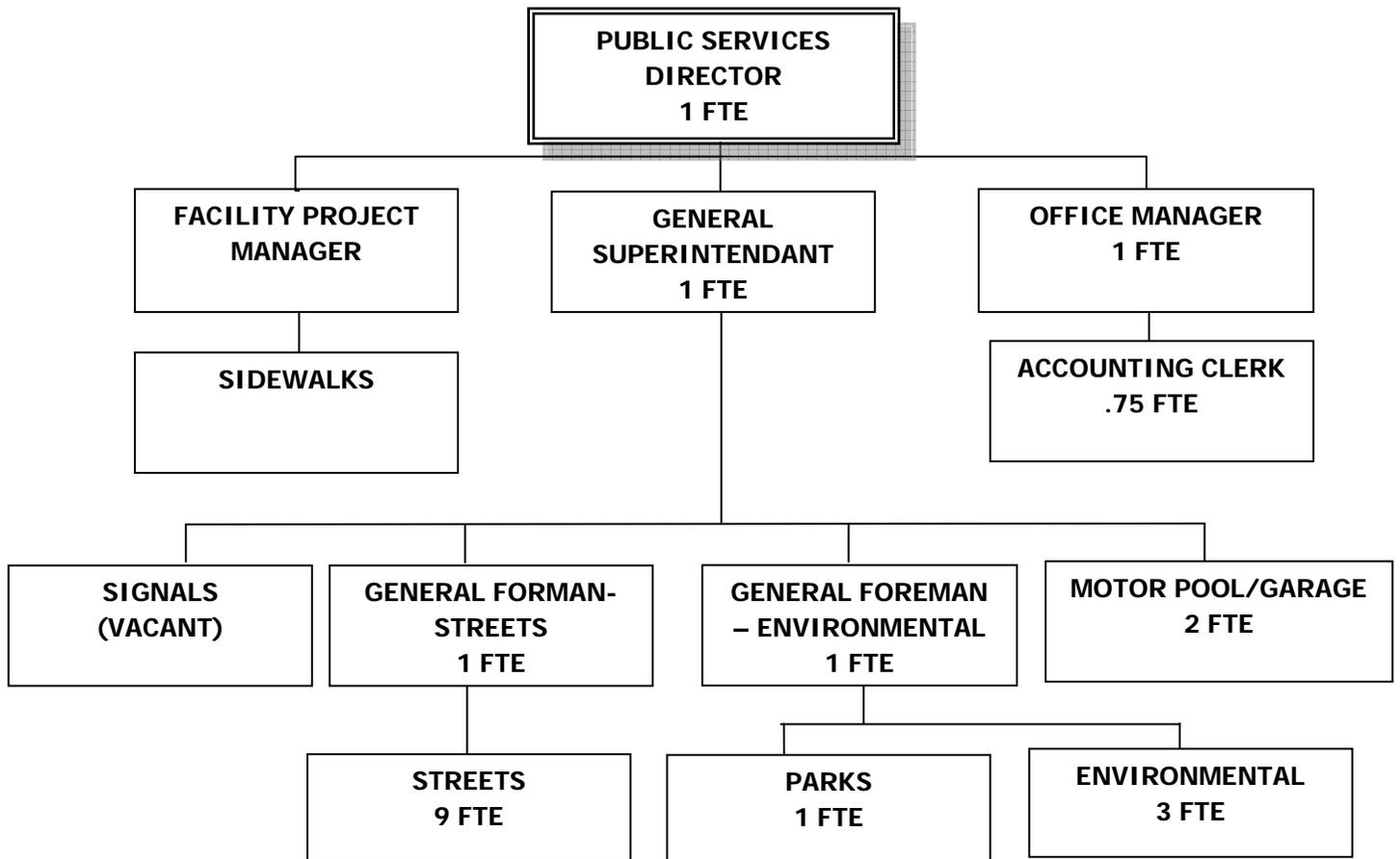
**Our Mission**

To provide and maintain professional care of city buildings and properties.

**Our Vision**

To establish quality in appearance and maintenance of city buildings and properties

**How We Are Structured**



\*FTE = FULL TIME EMPLOYEE

<b>PUBLIC BUILDING MAINT.</b>	<b>SERVICES WE PROVIDE (PROGRAMS)</b>
Building Maintenance	Structural & cosmetic repairs

<b><u>What We Do</u></b> - - - - - ▶ <b>(Process and Activities)</b>	<b><u>What We Produce</u></b> - - - - - ▶ <b>(Outputs)</b>
Assess buildings for maintenance & repair needs. Coordinate repairs.	Safe & secure buildings

<b><u>Who We Serve</u></b> - - - - - ▶ <b>(Customers)</b>	<b><u>What We Are Accomplishing</u></b> <b>(Outcomes)</b>
Taxpayers & City employees	Safe and functional properties

<b><u>Who we are working with</u></b> - - - - - ▶ <b>(Partners)</b>	
Contractors	Coordinate and oversee building repairs
City employees	Make minor repairs. Maintain general building needs.

<b><u>Who we work with</u></b> - - - - - ▶ <b>(Partners)</b>	
State of Michigan	Assure that boiler, elevator & MIOSHA regulations are met.

**CITY OF YPSILANTI  
PUBLIC SERVICES  
GENERAL FUND - 265 DPW PUBLIC BUILDING MAINTENANCE  
EXPENDITURE ANALYSIS**

GENERAL FUND DPW Dept: 265		Actual 2007/2008	Original Budget 2008/2009	Amended Budget 2008/2009	Original Budget 2009/2010	Amended Budget 2009/2010
<b>FUND:</b>						
<b>Acct. No.</b>	<b>Acct. Description</b>					
706-00	PERMANENT WAGES - SALARIES	21,971	20,039	31,983	20,640	33,000
707-00	TEMPORARY WAGES			79		
709-00	OVERTIME	438	1,023	1,023	1,054	1,054
714-00	FRINGE BENEFITS	8,920	7,512	7,512	7,737	8,000
714-04	PERMANENT FRINGES - MISC	-	-	-	-	-
	<b>SUB-TOTAL SALARIES, WAGES &amp; FRING</b>	<b>31,329</b>	<b>28,574</b>	<b>40,597</b>	<b>29,431</b>	<b>42,054</b>
757-00	OPERATING SUPPLIES	1,324	2,046	2,046	2,107	2,107
775-00	REPAIR AND MAINTENANCE SUPPLY	2,231	2,046	2,046	2,107	2,107
818-00	CONTRACTUAL SERVICES	195,188	266,397	228,443	274,104	211,604
818-26	CDBG INFRASTRUCTURE GRANT	-	-	-	-	-
819-55	HONEYWELL CONTRACT	-	-	-	-	-
912-00	FIRE INSURANCE	20,805	22,886	18,024	25,175	18,925
920-00	PUBLIC UTILITIES	23,949	31,713	26,000	32,664	28,000
932-00	JANITORIAL SERVICE	39,600	43,989	43,989	45,309	45,309
943-00	EQUIPMENT RENTAL OR LEASE DEP	1,955	2,000	3,500	2,000	3,500
	<b>SUB-TOTAL ADMINISTRATIVE COSTS</b>	<b>285,052</b>	<b>371,077</b>	<b>324,048</b>	<b>383,466</b>	<b>311,552</b>
	<b>GRAND TOTAL</b>	<b>316,381</b>	<b>399,651</b>	<b>364,645</b>	<b>412,897</b>	<b>353,606</b>

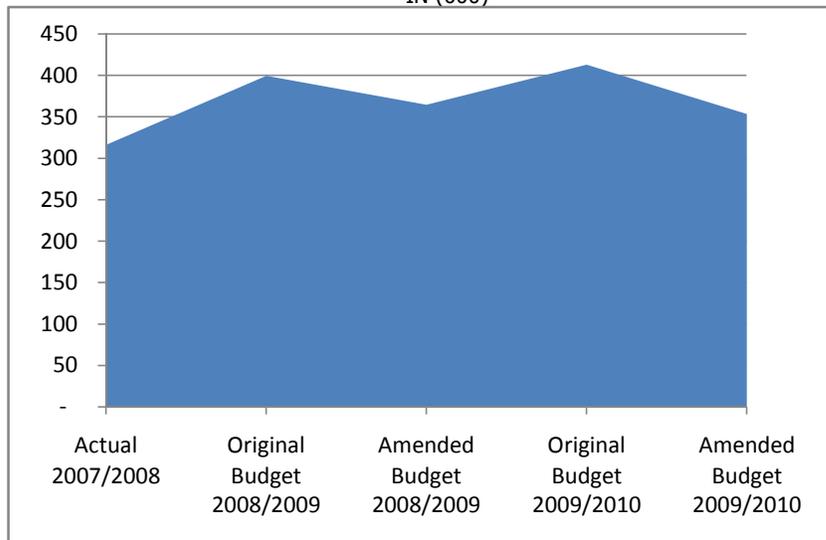
	FY 2007-08 Actual	FY 2008-09 Original Budget	FY 2008-09 Amended Budget	FY 2009-10 Original Budget	FY 2009-10 Amended Budget
<b>STAFFING</b>					
PUBLIC BUILDING MAINTENANCE	0.00	0.00	0.00	0.00	0.00
<b>TOTAL-DPW</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**VARIANCE ANALYSIS:**

Staffing was increased to meet maintenance requests, which is reflected in wages

Fire Insurance decreased due to a premium reduction

**DPW PUBLIC BUILDING MAINTENANCE EXPENDITURES  
IN (000)**



# DEPARTMENT OF PUBLIC SERVICES

One South Huron Street, Ypsilanti, MI 48197  
 Phone: (734) 483-1421 Fax: (734) 483-1018

## DEPARTMENT DESCRIPTION:

The Department of Public Services is responsible for Street Maintenance, Fall Leaf Collection, Tree Maintenance, Building and Equipment Maintenance, Solid Waste Services, Recycling and Composting and Parks Maintenance. Each position is in the organizational chart of its home department with the understanding that all DPW employees work in whatever area of the department is needed.

## ADMINISTRATION

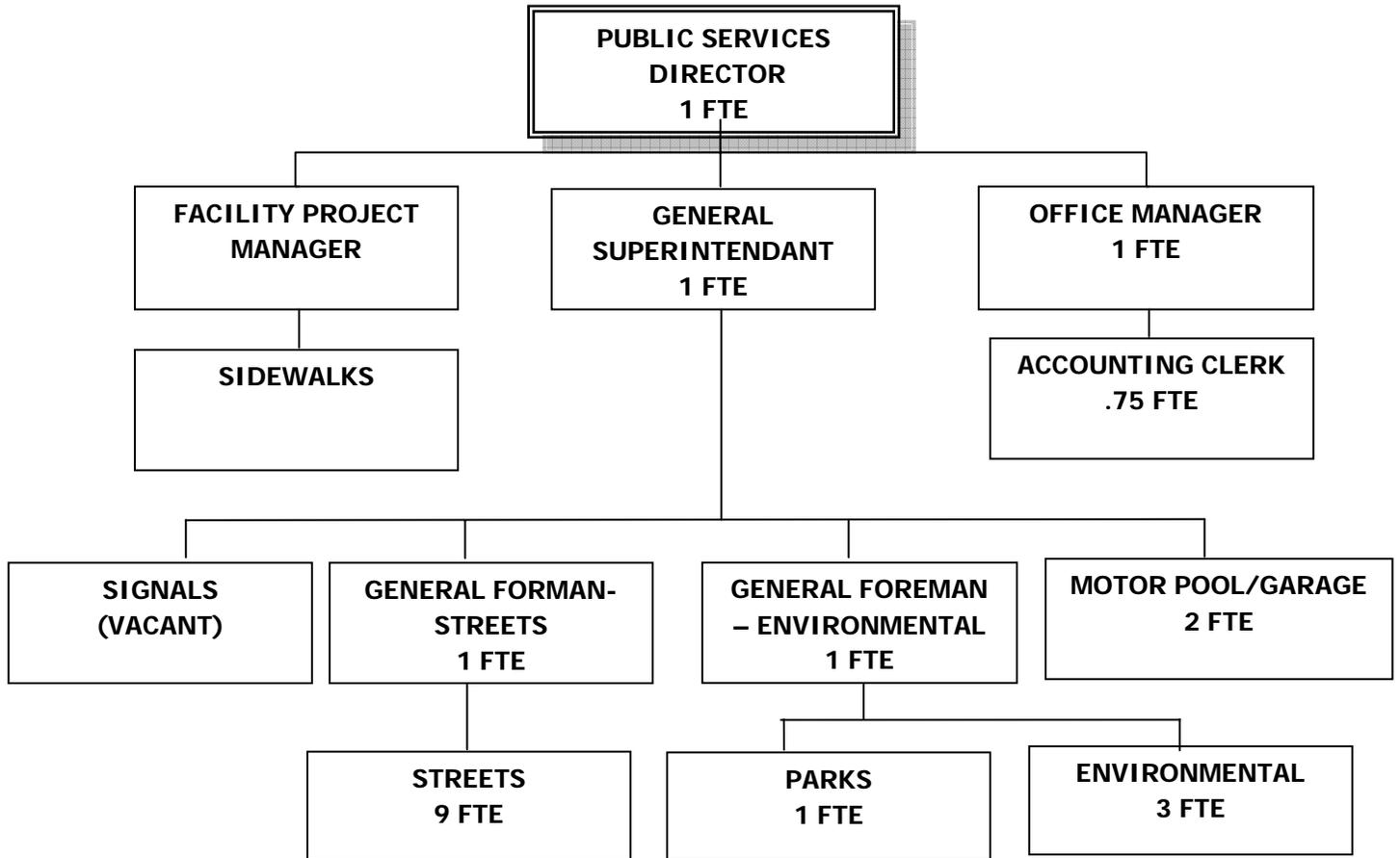
### Our Mission

To provide mandated public services to all City of Ypsilanti residents and property owners.

### Our Vision

To deliver professional and courteous public services with the goal of enhancing the quality of life for all City of Ypsilanti residents and property owners.

## How We Are Structured



\*FTE = FULL TIME EMPLOYEE

<b>DPW (ADMINISTRATION)</b>	<b><u>Services We Provide (Programs)</u></b>
Pavement Replacement & Maintenance Program	RFP for crack sealing and other road repairs
Sidewalk Replacement Program	Evaluate, RFP for replacement contractors and implement replacement, and invoice residents

<b><u>What We Do</u>   -----▶ (Process and Activities)</b>	<b><u>What We Produce</u>   -----▶ (Outputs)</b>
Operations	Manage daily operations, prioritize work assignments, and assign work as directed by City Manager, Council & Mayor.
Project Management	Oversee road projects, oversee capital improvement projects, assemble bid packages for various projects, implement pavement maintenance program, and implement sidewalk replacement.
Storm Water Phase II	Implement best management practices to comply storm water permit requirements, coordinate nested storm water phase II permit with EMU.
Personnel Management	Manage staff of ASFCME employees, clerical and supervisors
Budget/Payroll/Accounts Payable/Billing	Develop & prepare departmental budget, budget administration, prepare weekly and bi-weekly payrolls, process invoices weekly, manage city utilities, issue and bill for ROW/excavation permits, special event charges, fuel management, insurance claims for city property damage.
Petty Cash/Deposits	Make deposits as needed, maintain petty cash, recycling revenue & solid waste revenue
Customer Service	Field and resolve resident complaints, resident correspondence, press releases, legal notices, report street light outages to DTE, FOIA requests, field phone calls, mailings, website management
Reports & Logs	State trunkline report, state salt report, salt logs, motor pool records, maintain employee records, tree planting/removal logs, maintain accident/incident reports, compost pass log, gas tracking system
Other	Order operating & office supplies, manage uniform, solid waste & various other contracts, tree grant and various other applications, resolutions and RFL's

<b><u>Who We Serve</u> - - - - - ▶</b> <b>(Customers)</b>	<b><u>What We Are Accomplishing</u></b> <b>(Outcomes)</b>
City of Ypsilanti Residents	Professional Administration of Public Services.
Various city departments	Professional Administration of Public Services.
Community organizations	Professional Administration of Public Services.

<b><u>Who we are working with</u> - - - ▶</b> <b>(Partners)</b>	
SEMCOG	Educational opportunities. Regulate transportation improvement plan.
Washtenaw Area Transportation Study	Coordination of funds for federally funded road projects and transportation improvement projects.
Washtenaw County Drain Commission	Work together on Storm Water Phase II and illicit discharge elimination programs.
Washtenaw County Road Commission	Coordinate shared road projects with Ypsilanti Township.
Depot Town CDC	Work together to provide maintenance and promotion of Riverside & Frog Island Parks.
Recreation Commission	Develop five year recreation plan, coordination of adopt a park and friends group programs.
Ypsilanti Housing Commission	Services for low income housing for City residents.
Community Gardens	Provide area for gardens for the community.
Ypsilanti Township	Work together on Ypsilanti Pride Day to clean and beautify the Ypsilanti area. Share information regarding public services.
Ypsilanti Public School District	Safe sidewalks to school program.
Recycle Ann Arbor	Assist with recycling program.
Washtenaw County Community Dev.	Provide grants for facility improvements.
EMU	Nested jurisdiction for Storm Water Phase II program.
MDOT	Coordination of federal funds for major road programs.
Friends of Rutherford Pool	Provide administrative assistance for pool operations.
Friends of Senior Center	Provide administrative assistance for senior center.
Friends of Freighthouse	Provide outdoor market for residents.
Friends of Parkridge Community Center	Provide administrative services for youth programs.
Huron River Water Shed	Public education for Storm Water Phase II program.
Washtenaw County Parks & Recreation	Border to border trail through park systems.

**CITY OF YPSILANTI  
PUBLIC SERVICES  
GENERAL FUND - DPW ADMINISTRATION, UTILITIES STREET LIGHTING 441,450  
EXPENDITURE ANALYSIS**

GENERAL FUND DPW Dept: 441, 450		Actual 2007/2008	Original Budget 2008/2009	Amended Budget 2008/2009	Original Budget 2009/2010	Amended Budget 2009/2010
<b>Acct. No.</b>	<b>Acct. Description</b>					
706-00	PERMANENT WAGES - SALARIES	64,759	-	-	-	-
706-01	PERMANENT WAGES - MISCELLANEOUS	-	-	-	-	-
707-00	TEMPORARY WAGES	-	1,023	-	1,054	-
707-01	TEMPORARY WAGES - MISCELLANEOUS	-	-	-	-	-
709-01	MISC O/T - SPECIAL EVENTS	-	-	-	-	-
714-00	FRINGE BENEFITS	18,774	-	-	-	-
714-04	PERMANENT FRINGES - MISC	-	-	-	-	-
<b>SUB-TOTAL SALARIES, WAGES &amp; FRINGES</b>		<b>83,533</b>	<b>1,023</b>	<b>-</b>	<b>1,054</b>	<b>-</b>
728-00	OFFICE SUPPLIES	2,285	3,069	2,000	3,161	2,200
757-00	OPERATING SUPPLIES	930	1,023	1,023	1,054	1,054
768-00	UNIFORMS, LAUNDRY AND CLEANING	-	-	-	-	-
769-00	MAINTENANCE ALLOWANCE	-	-	-	-	-
775-00	REPAIR AND MAINTENANCE SUPPLY	-	-	-	-	-
818-00	CONTRACTUAL SERVICES	7,442	12,788	12,788	13,172	7,635
853-00	TELEPHONE	7,340	8,430	6,000	8,682	6,500
900-00	PRINTING AND PUBLISHING	611	625	1,400	644	1,500
920-00	PUBLIC UTILITIES	430,992	445,000	445,000	458,350	458,350
943-00	EQUIPMENT RENTAL OR LEASE DEP	-	-	-	-	-
958-00	MEMBERSHIPS AND DUES	482	716	550	738	600
960-00	PROFESSIONAL DEVELOPMENT	978	1,535	2,000	1,581	5,000
<b>SUB-TOTAL ADMINISTRATIVE COSTS</b>		<b>451,060</b>	<b>473,186</b>	<b>470,761</b>	<b>487,382</b>	<b>482,839</b>
<b>GRAND TOTAL</b>		<b>534,593</b>	<b>474,209</b>	<b>470,761</b>	<b>488,436</b>	<b>482,839</b>

DPW ADMINISTRATION, STREET LIGHTING EXPENDITURES  
IN (000)

VARIANCE ANALYSIS:

Temporary Wages were eliminated - with new phone system we do not expect to need temporary wages for the Admin Account

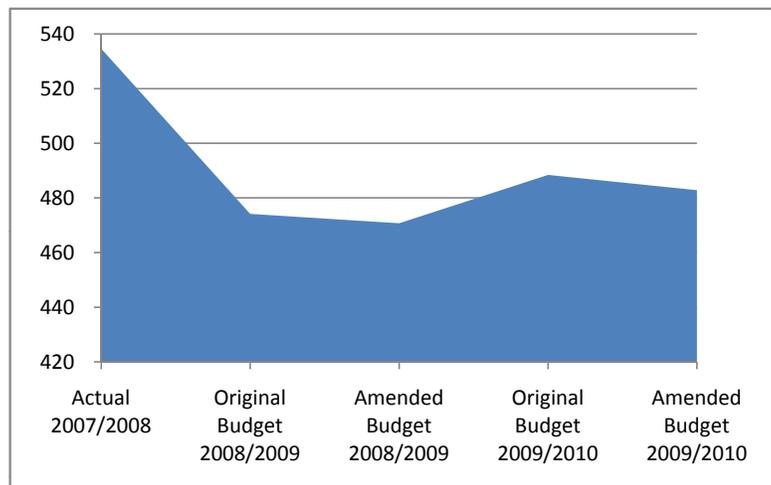
Office Supplies and Contractual Services were reduced by transferring all eligible expenses to Major and Local Street Funds which are funded by Act 51 monies

Telephone expenses were reduced due to the elimination of the Facility/Project Manager position, eliminating the need for one cell phone

Memberships and Dues were reduced based upon the previous year's actual spending trend

Printing and Publishing expenses were increased to reallocate some expenses that were previously charged to other accounts

Professional Development expenses were added into the budget to allow the Public Services Director to attend the American Public Works Association State Conference and the Michigan Public Services Institute



# DEPARTMENT OF PUBLIC SERVICES

One South Huron Street, Ypsilanti, MI 48197  
 Phone: (734) 483-1421 Fax: (734) 483-1018

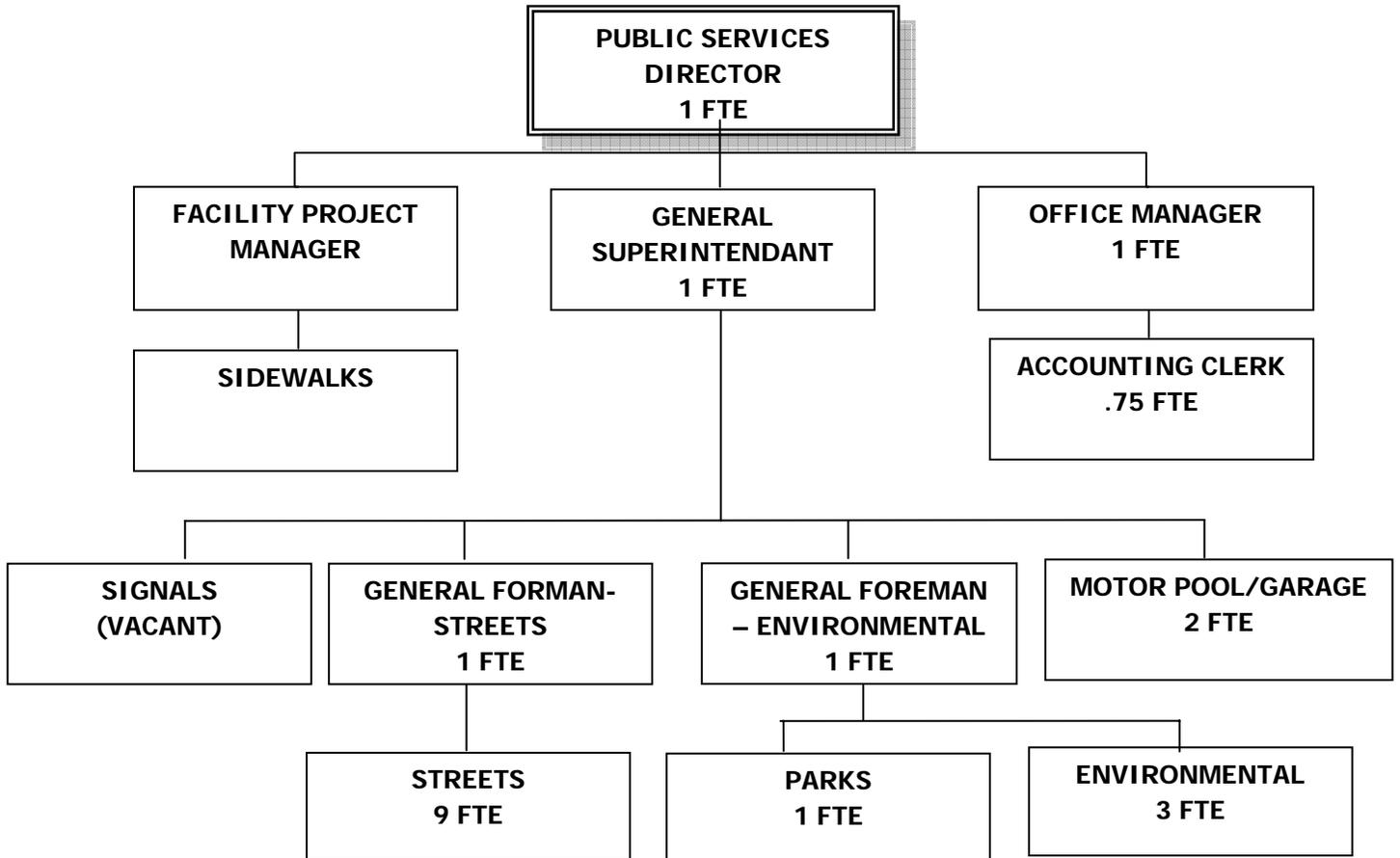
## DEPARTMENT DESCRIPTION:

The Department of Public Services is responsible for Street Maintenance, Fall Leaf Collection, Tree Maintenance, Building and Equipment Maintenance, Solid Waste Services, Recycling and Composting and Parks Maintenance. Each position is in the organizational chart of its home department with the understanding that all DPW employees work in whatever area of the department is needed.

## Special Events

<p><b>Our Mission</b>                  Provide support services for events and festivals.</p>	<p><b>Our Vision</b>                  Continue to support and improve relationships with community groups to enhance their events.</p>
---	--

### How We Are Structured



\*FTE = FULL TIME EMPLOYEE

<b>SPECIAL EVENTS</b>	<b>SERVICES WE PROVIDE (PROGRAMS)</b>
Provide assistance in preparation and tear-down for Special Events; parades, elections special events coordinated with the Jaycees.	
Barricades	Transport & set-up barricades
Trash Pick-Up	Special pick-up of event generated trash
Equipment	Transport & set-up of picnic tables, bleachers, chairs
Elections	Transport & set-up voting machines, voting signage, and vote counters

<b><u>What We Do</u>      - - - - - ▶</b> <b>(Process and Activities)</b>	<b><u>What We Produce</u>      - - - - - ▶</b> <b>(Outputs)</b>
Provide assistance in preparation and tear-down for special events; parades, elections special events coordinated with the Jaycees.	Safe, organized and successful events & festivals

<b><u>Who We Serve</u>      - - - - - ▶</b> <b>(Customers)</b>	<b><u>What We Are Accomplishing</u></b> <b>(Outcomes)</b>
Event Coordinator	Provide events that promote City and bring economic opportunities to City businesses.
Community Groups	Provide support services for special events.

<b><u>Who we are working with</u>      - - - - - ▶</b> <b>(Partners)</b>	
Jaycees	Partner to provide special event coordination for the City.
Heritage Festival Committee	Partner to provide public services for City.
Depot Town DDA	Partner to provide barriers and support services for City.
Depot Town CDC	Partner to provide barriers and support services for City.
Ypsilanti DDA	Partner to provide barriers and support services for City.
Various Auto/Car Clubs	Partner to provide barriers and support services for City.
American Legion	Partner to provide barriers and support services for City.

**CITY OF YPSILANTI  
PUBLIC SERVICES  
GENERAL FUND - DPW SPECIAL EVENTS 442  
EXPENDITURE ANALYSIS**

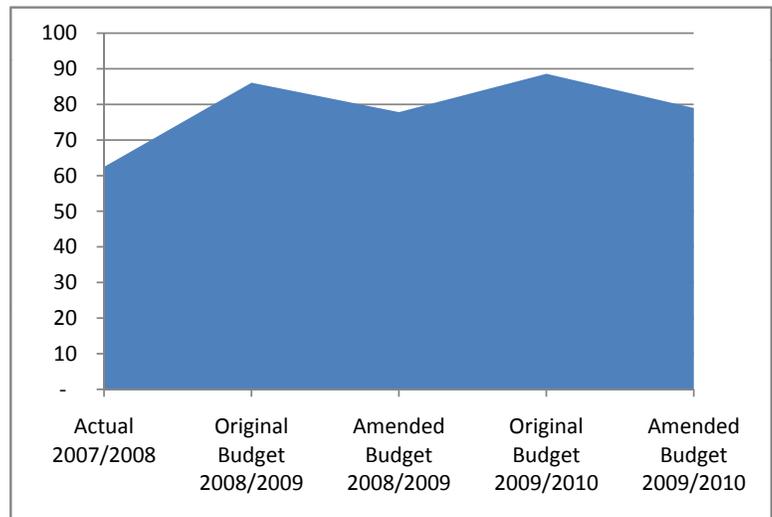
GENERAL FUND DPW Dept: 442		Actual 2007/2008	Original Budget 2008/2009	Amended Budget 2008/2009	Original Budget 2009/2010	Amended Budget 2009/2010
<b>Acct. No.</b>	<b>Acct. Description</b>					
706-00	PERMANENT WAGES - SALARIES	26,374	37,679	28,796	38,809	29,000
707-00	TEMPORARY WAGES	125	-	-	-	-
709-00	OVERTIME	10,140	13,299	13,299	13,698	13,698
709-01	MISC O/T - SPECIAL EVENTS	48	100	-	-	-
714-00	FRINGE BENEFITS	11,141	13,376	13,376	13,777	13,500
	<b>SUB-TOTAL SALARIES, WAGES &amp; FRINGE</b>	<b>47,828</b>	<b>64,454</b>	<b>55,471</b>	<b>66,284</b>	<b>56,198</b>

728-00	OFFICE SUPPLIES	147	-	-	-	-
757-00	OPERATING SUPPLIES	124	512	512	527	527
775-00	REPAIR AND MAINTENANCE SUPPLY	248	512	1,200	527	1,000
943-00	EQUIPMENT RENTAL OR LEASE DEP	14,168	20,665	20,665	21,285	21,285
	<b>SUB-TOTAL ADMINISTRATIVE COSTS</b>	<b>14,687</b>	<b>21,689</b>	<b>22,377</b>	<b>22,339</b>	<b>22,812</b>
	<b>GRAND TOTAL</b>	<b>62,515</b>	<b>86,143</b>	<b>77,848</b>	<b>88,623</b>	<b>79,010</b>

VARIANCE ANALYSIS:

Wages were adjusted to closer reflect last year's actual

DPW SPECIAL EVENTS EXPENDITURES  
IN (000)



# DEPARTMENT OF PUBLIC SERVICES

One South Huron Street, Ypsilanti, MI 48197  
 Phone: (734) 483-1421 Fax: (734) 483-1018

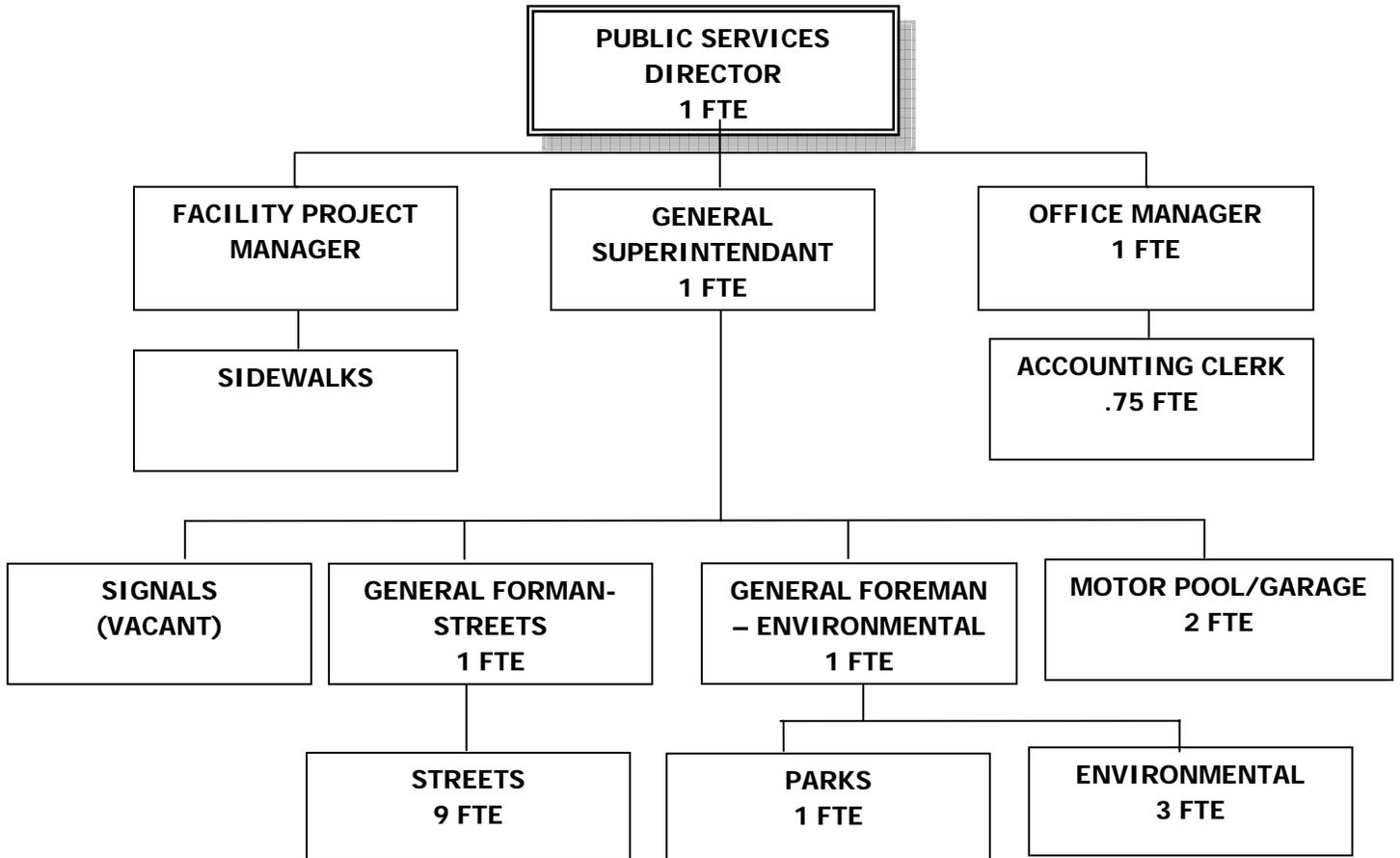
## DEPARTMENT DESCRIPTION:

The Department of Public Services is responsible for Street Maintenance, Fall Leaf Collection, Tree Maintenance, Building and Equipment Maintenance, Solid Waste Services, Recycling and Composting and Parks Maintenance. Each position is in the organizational chart of its home department with the understanding that all DPW employees work in whatever area of the department is needed.

## PARKING LOTS

<p><b>Our Mission</b>                  Keep city owned parking lots clean and maintain parking meters.</p>	<p><b>Our Vision</b>                  To maintain parking lots and keep them clean from snow and debris.</p>
--	--

### How We Are Structured



\*FTE = FULL TIME EMPLOYEE

<b>PARKING LOTS</b>	<b>Services We Provide (Programs)</b>
Litter Control	Bi-weekly pick-up of litter, broken glass, etc.
Winter Maintenance	Plow snow, salt application
Meter Maintenance	Repair and maintain meters and paymaster machines
Public Sidewalks: City hall, bridge walks and city facilities	Snow removal and salt application

<b><u>What We Do</u>      - - - - - ▶</b>	<b><u>What We Produce</u>      - - - - - ▶</b>
<b>(Process and Activities)</b>	<b>(Outputs)</b>
Provide maintenance services to public areas and facilities.	Safe and well maintained public areas and facilities.

<b><u>Who We Serve</u>      - - - - - ▶</b>	<b><u>What We Are Accomplishing</u></b>
<b>(Customers)</b>	<b>(Outcomes)</b>
City residents & business owners	Safe and clean parking lots.
City employees	Safe and clean parking lots.

<b><u>Who we are working with</u>    - - ▶</b>	
<b>(Partners)</b>	
Ypsilanti DDA	Maintain city parking lots.
Depot Town DDA	Maintain city parking lots.

**CITY OF YPSILANTI  
PUBLIC SERVICES  
GENERAL FUND - DPW PARKING LOTS 444  
EXPENDITURE ANALYSIS**

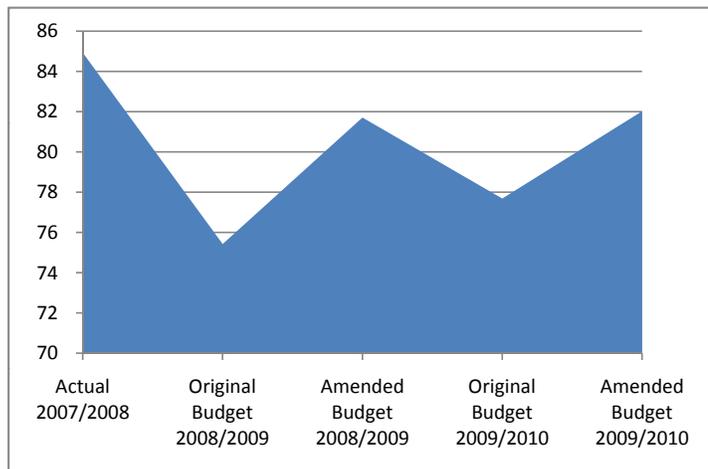
GENERAL FUND FUND: DPW Dept: 444		Actual 2007/2008	Original Budget 2008/2009	Amended Budget 2008/2009	Original Budget 2009/2010	Amended Budget 2009/2010
<b>Acct. No.</b>	<b>Acct. Description</b>					
706-00	PERMANENT WAGES - SALARIES	34,050	32,308	32,308	33,277	34,000
707-00	TEMPORARY WAGES	1,350	2,046	-	2,107	-
709-00	OVERTIME	2,622	2,558	3,500	2,635	4,000
714-00	FRINGE BENEFITS	12,297	11,409	10,661	11,751	12,000
<b>SUB-TOTAL SALARIES, WAGES &amp; FRINGE</b>		<b>50,319</b>	<b>48,321</b>	<b>46,469</b>	<b>49,770</b>	<b>50,000</b>
757-00	OPERATING SUPPLIES	234	512	512	527	527
768-00	UNIFORMS, LAUNDRY AND CLEANING	-	-	-	-	-
775-00	REPAIR AND MAINTENANCE SUPPLY	10,857	5,115	12,000	5,268	12,500
818-00	CONTRACTUAL SERVICES	11,600	10,230	10,230	10,537	6,000
943-00	EQUIPMENT RENTAL OR LEASE DEP	11,927	11,253	12,500	11,591	13,000
<b>SUB-TOTAL ADMINISTRATIVE COSTS</b>		<b>34,618</b>	<b>27,110</b>	<b>35,242</b>	<b>27,923</b>	<b>32,027</b>
<b>GRAND TOTAL</b>		<b>84,937</b>	<b>75,431</b>	<b>81,711</b>	<b>77,693</b>	<b>82,027</b>

**VARIANCE ANALYSIS:**

Expenditures are increased for Overtime payment; Repair and Maintenance supply; and Equipment rental or lease dep.

Fees are reduced in Temporary wages; and Fringe benefits.

**DPW PARKING LOTS EXPENDITURES  
IN (000)**



# DEPARTMENT OF PUBLIC SERVICES

One South Huron Street, Ypsilanti, MI 48197  
 Phone: (734) 483-1421 Fax: (734) 483-1018

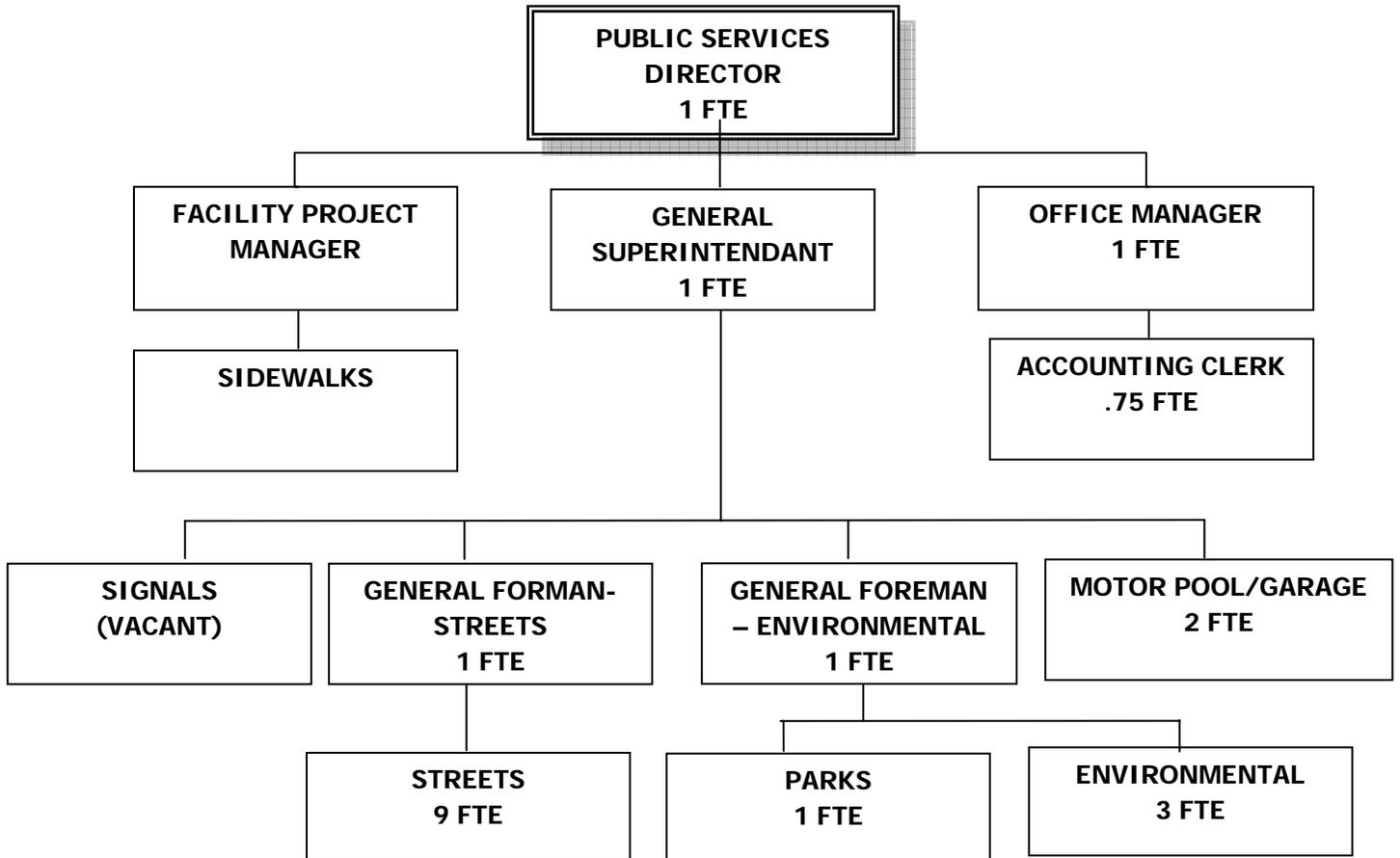
## DEPARTMENT DESCRIPTION:

The Department of Public Services is responsible for Street Maintenance, Fall Leaf Collection, Tree Maintenance, Building and Equipment Maintenance, Solid Waste Services, Recycling and Composting and Parks Maintenance. Each position is in the organizational chart of its home department with the understanding that all DPW employees work in whatever area of the department is needed.

## Parks

<p><b>Our Mission</b>                  To provide safe and clean outdoor facilities for the Ypsilanti community.</p>	<p><b>Our Vision</b>                  To maintain parks in the most efficient manner with staff reductions</p>
--	--

### How We Are Structured



\*FTE = FULL TIME EMPLOYEE

<b>PARKS DEPARTMENT</b>	<b>SERVICES WE PROVIDE (PROGRAMS)</b>
Mowing/Weed Trimming	City Parks, Tot Lots, Boulevards, Traffic Triangles, Boys & Girls Club Field
Parks Maintenance	Litter Pick-up, Empty Trash Cans (Bi-Weekly Basis), Maintenance and Clean-up of: Pavilions, Grills, Benches, Bleachers, Play Equipment, Graffiti, Basketball/Tennis Courts, Baseball Diamonds, and Picnic Tables

<b><u>What We Do</u>      - - - - - ▶</b> <b>(Process and Activities)</b>	<b><u>What We Produce</u>      - - - - - ▶</b> <b>(Outputs)</b>
Maintain Parks	Clean and safe parks and common areas for the enjoyment of community residents.

<b><u>Who We Serve</u>      - - - - - ▶</b> <b>(Customers)</b>	<b><u>What We Are Accomplishing</u></b> <b>(Outcomes)</b>
City residents	Clean & safe parks
Boy's Club	Snow plowing, mowing/weed whipping
DDA/DTA	Snow plowing, mowing/weed whipping
Little League	Mowing, dragging & chalking fields
Parks users	Trash/litter & maintenance

<b><u>Who we are working with</u>      - - - - - ▶</b> <b>(Partners)</b>	
Community Groups	Work together to beautify and provide benefits to the community such as community gardens.

**CITY OF YPSILANTI  
PUBLIC SERVICES  
GENERAL FUND - DPW PARKS 717  
EXPENDITURE ANALYSIS**

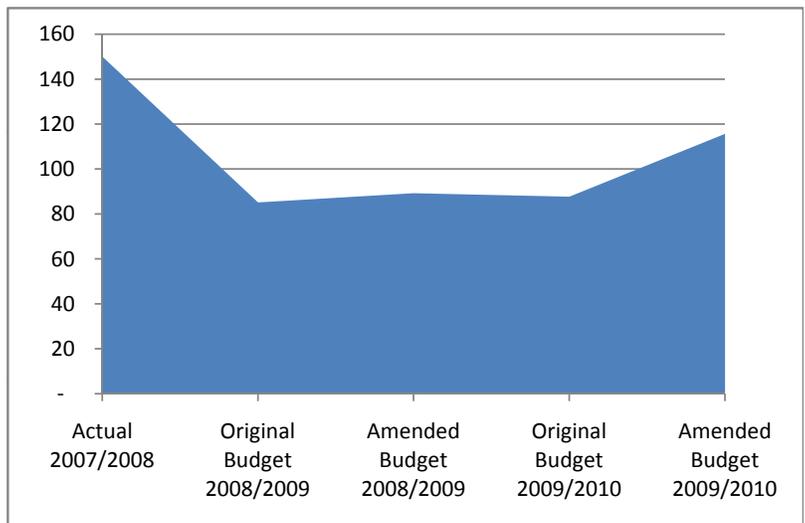
GENERAL FUND		Actual	Original	Amended	Original	Amended
FUND:	DPW	2007/2008	Budget	Budget	Budget	Budget
Dept: 717			2008/2009	2008/2009	2009/2010	2009/2010
Acct. N	Acct. Description					
706-00	PERMANENT WAGES - SALARIES	65,287	21,418	38,874	22,061	52,941
707-00	TEMPORARY WAGES	-	4,092	-	4,215	-
709-00	OVERTIME	39	102	102	105	105
714-00	FRINGE BENEFITS	27,711	8,303	12,000	8,552	13,800
<b>SUB-TOTAL SALARIES, WAGES &amp; FRINGE</b>		<b>93,037</b>	<b>33,915</b>	<b>50,976</b>	<b>34,933</b>	<b>66,846</b>
757-00	OPERATING SUPPLIES	590	512	512	527	527
768-00	UNIFORMS, LAUNDRY AND CLEANING	1,323	1,355	500	1,396	525
769-00	MAINTENANCE ALLOWANCE	600	614	200	632	200
775-00	REPAIR AND MAINTENANCE SUPPLY	2,698	2,558	2,558	2,635	2,635
818-00	CONTRACTUAL SERVICES	869	2,046	1,000	2,107	1,500
920-00	PUBLIC UTILITIES	3,335	7,161	7,520	7,376	6,377
943-00	EQUIPMENT RENTAL OR LEASE DEP	47,653	37,000	26,000	38,110	37,059
<b>SUB-TOTAL ADMINISTRATIVE COSTS</b>		<b>57,068</b>	<b>51,246</b>	<b>38,290</b>	<b>52,783</b>	<b>48,823</b>
<b>GRAND TOTAL</b>		<b>150,105</b>	<b>85,161</b>	<b>89,266</b>	<b>87,716</b>	<b>115,669</b>

	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	FY 2009-10
STAFFING	Actual	Original	Amended	Original	Amended
PARKS	2.00	1.00	1.00	1.00	1.00
<b>TOTAL-DPW</b>	<b>2.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>

**VARIANCE ANALYSIS:**

Wages and Fringe Benefits increased because of an increase in staffing levels to keep the City in compliance with city ordinance regarding grass height

**DPW PARKS EXPENDITURES  
IN (000)**



# POLICE SERVICES

505 W. Michigan Ave, Ypsilanti, MI 48197  
Phone: (734) 483-9510 Fax: (734)483-7060

## DEPARTMENT DESCRIPTION:

The Ypsilanti Police Department is responsible for crime prevention, crime detection, arrests and community policing.

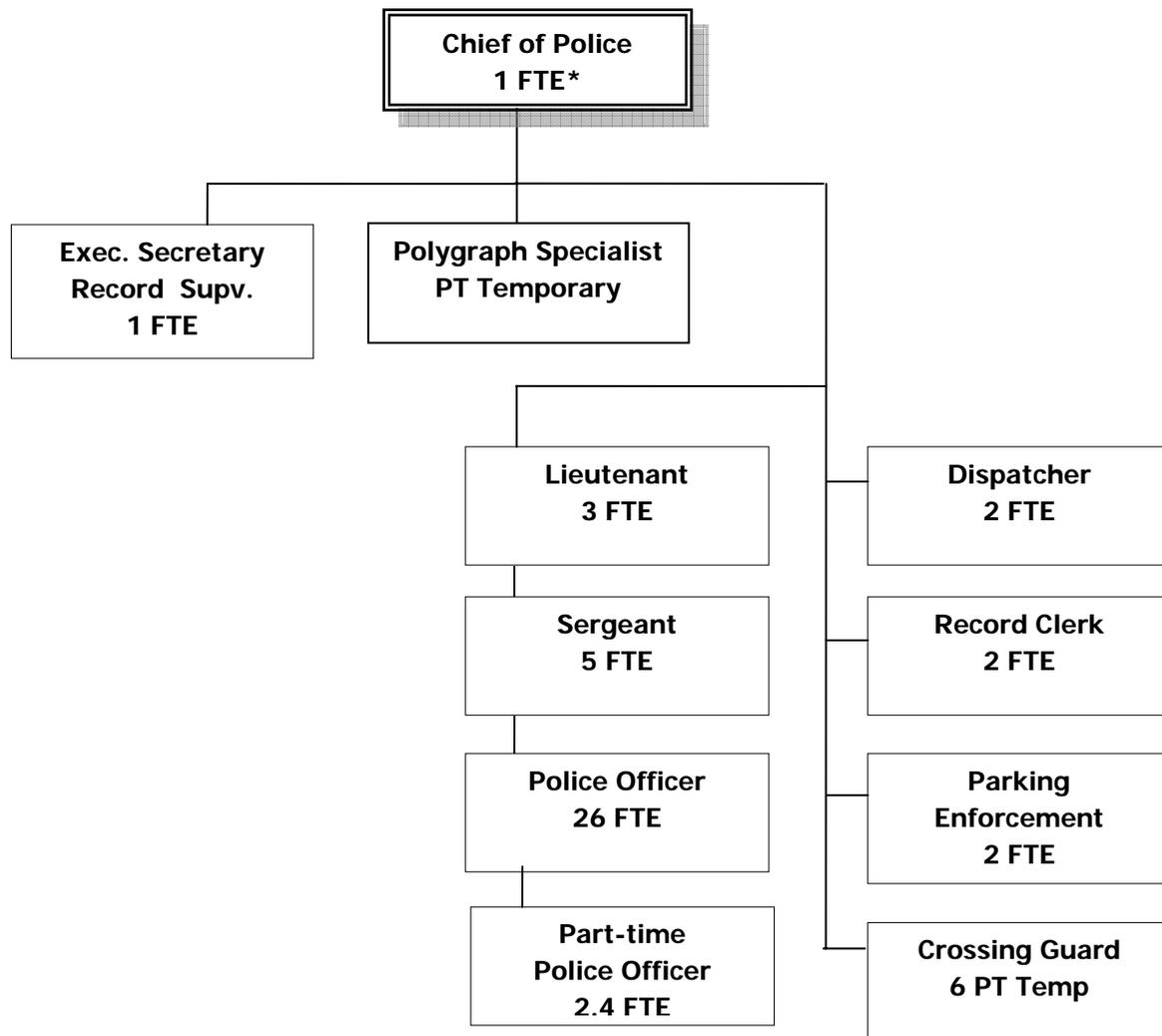
### Our Mission

Working in partnership with the community, the members of the Ypsilanti Police Department are dedicated to improving the quality of life and providing a safe environment within the community and the organization.

### Our Vision

To maintain and deliver the services of a full service community policing organization that practices the philosophy of community policing.

## How We Are Structured



<b>POLICE</b>	<b>SERVICES WE PROVIDE (PROGRAMS)</b>
Community Policing Philosophy	<p>The police operation offers a wide variety of public services to the community of Ypsilanti. The Police Department is highly visible in the community and programs range from patrolling neighborhoods and business districts on bicycle and foot to instructing classes at the ten-week Citizens Police Academy, which is held every year for citizens to learn what, how, when and why about the police profession.</p> <p>Additional police programs include the Gang Resistance Education and Training (GREAT) in the public schools, Neighborhood Policing Team (NPT), Nuisance Abatement Team (NAT), and Community Policing Action Council (CoPAC),</p>

<u>What We Do</u> - - - - - ▶ <b>(Process and Activities)</b>	<u>What We Produce</u> - - - - - ▶ <b>(Outputs)</b>
Dispatch Operations: 911 and non-emergency services	Dispatch police, fire, and emergency medical services through Computer Aided Dispatch (CAD) and by way of computerized Police Law Enforcement Information Network. Receives general information inquires and routes to the appropriate source. Maintains logs of all transmissions and backup data. Operates and monitors LEIN, NCIC, NLETS, and CLEMIS. Monitors radio traffic, emergency alarms and surveillance equipment. Responds to citizens' general inquires from the phone and front desk.
Police Operations	<p>The Police Operation is established to deliver quality community policing components that allows for proactive problem solving with community groups, business associations, schools, and city departments.</p> <p>The backbone of the Police Department is the Road Patrol division. The Road Patrol responds to emergency and non-emergency calls for service in the community. Patrol officers make arrests, conduct investigations, enforce traffic laws, write reports, and provide patrols on foot, bicycles, and police vehicle. Also, the Police Department added a K9 unit this past year, so tracking and narcotics detection are newly added services.</p> <p>Further, Police Operations involves the enforcement of laws and ordinances, mediation of disputes, traffic enforcement, accident investigation, crime scene investigation, special threat response, social and human service referrals, school crossing guards, and general police services with an acute focus on maintaining and reinforcing the community policing philosophy.</p>
Support Services Operations	The Support Services Operation provides a wide variety of services that coordinates and assists the Police Operations. Through this operation, records are maintained, property and evidence is processed and preserved. Parking enforcement also falls under this operation. The Investigative Unit and multijurisdictional Concept Units are units that perform and manage all major crimes investigation. The Neighborhood Policing Unit (NPT) provides specific and directed police services that are customized by direct interface with community and business associations.

<b><u>Who We Serve</u> - - - - - ▶</b> <b>(Customers)</b>	<b><u>What We Are Accomplishing</u></b> <b>(Outcomes)</b>
Community	Partnerships that share common expectations and goals. Tailoring of services that are responsive to the community needs. Educating the community through neighborhood and business association meetings. The Citizen Police Academy to recognize problems and become involved with the problem resolution by partnering together to pool community and city resources.
General Public	Safe and secure environment for those who live, work and visit the city.
Crime victims, suspects, and witnesses	Effective Policing by way of productive and competent investigations through Patrol and Support Services Operation - resulting in hundreds of criminal cases charged annually. Providing skilled personnel to deliver professional law enforcement services.

<b><u>Who we are working with</u> - - - - - ▶</b> <b>(Partners)</b>	
Federal, State, and local agencies	By combining services and maintaining positive relationship with other law enforcement and social service agencies, the Ypsilanti Police Department maintains close ties with these partners and are able to provide an effective and proactive range of police services to the community.
Community Associations/Business Association/Neighborhood Groups	Community Policing is emphasized and is the central concept as we partner with these organizations. Overall, the attention of our services is directed at building partnerships that focus on improving the overall quality of life in the City of Ypsilanti.

**CITY OF YPSILANTI  
POLICE SERVICES  
GENERAL FUND - POLICE 305 - 328  
EXPENDITURE ANALYSIS**

FUND: GENERAL FUND		Actual	Original	Amended	Original	Amended
Dept: 305-328 POLICE		2007/2008	Budget	Budget	Budget	Budget
Acct. No.	Acct. Description		2008/2009	2008/2009	2009/2010	2009/2010
706-00	PERMANENT WAGES - SALARIES	2,447,407	2,389,551	2,262,626	2,460,241	2,324,909
707-00	TEMPORARY WAGES	39,872	56,238	56,238	57,925	57,925
707-01	TEMPORARY WAGES-MISCELLANEOUS	-	73,379	37,379	75,580	71,364
709-00	OVERTIME	341,085	312,121	347,595	310,420	347,921
714-00	FRINGE BENEFITS	1,699,175	1,757,948	1,688,345	1,814,776	1,670,989
<b>SUB-TOTAL SALARIES, WAGES &amp; FRINGE</b>		<b>4,527,539</b>	<b>4,589,237</b>	<b>4,392,183</b>	<b>4,718,942</b>	<b>4,473,108</b>

708-00	ADMINISTRATIVE LEAVE	15,751	13,337	14,202	13,737	14,202
717-00	HOLIDAY PAY	109,222	108,190	96,240	111,618	96,342
730-00	POSTAGE	1,910	2,046	1,200	2,107	1,250
744-00	CLOTHING REIMBURSEMENT	3,841	7,000	7,000	7,500	7,500
757-00	OPERATING SUPPLIES	39,559	40,828	38,828	41,933	41,933
769-00	MAINTENANCE ALLOWANCE	41,327	40,031	39,240	41,336	38,082
770-00	SEX OFFENDER REGISTRATION	-	-	-	-	-
775-00	REPAIR AND MAINTENANCE SUPPLY	307	1,535	500	1,581	1,581
818-00	CONTRACTUAL SERVICES	225	5,115	3,000	5,268	5,268
853-00	TELEPHONE	11,975	13,811	12,000	14,225	14,225
920-00	PUBLIC UTILITIES	26,650	25,503	31,393	26,268	33,000
934-00	OFFICE EQUIPMENT RENTAL	10,761	20,460	20,460	21,074	21,074
943-00	EQUIPMENT RENTAL OR LEASE DEP	302,000	262,000	262,000	302,000	302,000
957-00	BOOKS MAGAZINES AND PERIODICAL	718	1,125	700	1,159	700
958-00	MEMBERSHIP AND DUES	670	716	716	737	737
960-00	PROFESSIONAL DEVELOPMENT	11,765	15,000	10,000	15,000	15,000
960-01	302 TRAINING GRANT FUNDS	11,084	10,000	10,000	10,000	10,000
987-40	POLICE CAPITAL EQUIPMENT	24,971	-	-	-	145,166
<b>SUB-TOTAL ADMINISTRATIVE COSTS</b>		<b>612,736</b>	<b>566,697</b>	<b>547,479</b>	<b>615,543</b>	<b>748,060</b>
<b>GRAND TOTAL</b>		<b>5,140,275</b>	<b>5,155,934</b>	<b>4,939,662</b>	<b>5,334,485</b>	<b>5,221,168</b>

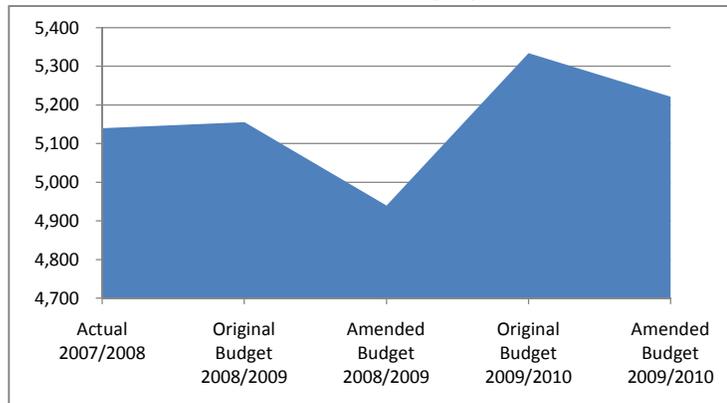
	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	FY 2009-10
STAFFING	Actual	Original	Amended	Original	Amended
		Budget	Budget	Budget	Budget
POLICE	43.00	43.00	43.00	43.00	42.40
<b>TOTAL - POLICE</b>	<b>43.00</b>	<b>43.00</b>	<b>43.00</b>	<b>43.00</b>	<b>42.40</b>

**VARIANCE ANALYSIS:**

Wages and Fringes are aggregately lower due to the time it takes to fill staffing shortages

Public Utilities increased due to increase in cost

**POLICE DIVISION EXPENDITURES  
IN (000)**



# FIRE SERVICES

One South Huron Street, Ypsilanti, MI 48197  
Phone: (734) 482-9778 Fax: (734)483-7522

## DEPARTMENT DESCRIPTION:

The Ypsilanti Fire Department is responsible for providing emergency fire, rescue and medical calls, fire prevention and safety classes, dangerous and abandoned building inspections, hazardous materials response and training, drug raids and fire/arson investigations and training of various City/EMU personnel.

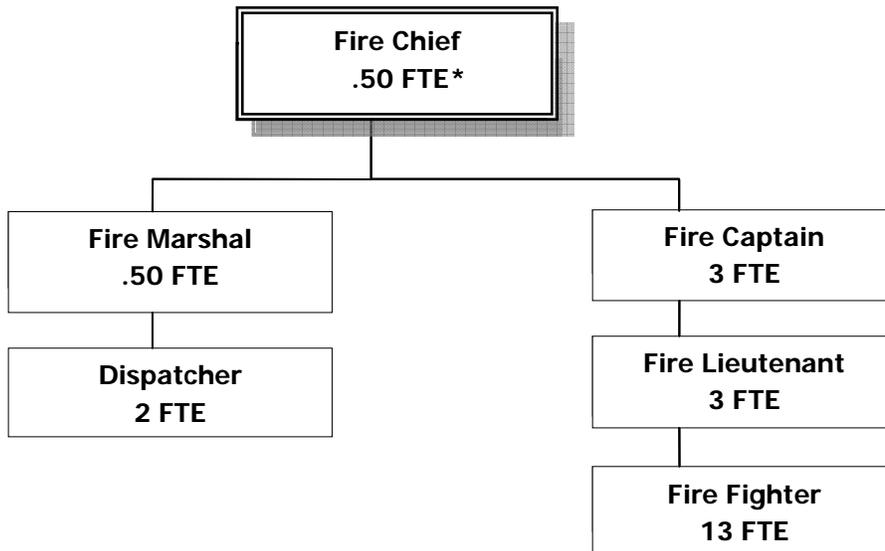
### Our Mission

Exceptional community service is the mission of the City of Ypsilanti Fire Department. Our organizations is committed to the promotion of high personal achievement fostered with and ever evolving team that shall maintain technical efficiency by involvement in a climate of continued learning and education. The team shall meet the challenge and lead the fire service field by promoting maximum efficiency, innovation, and education.

### Our Vision

To continue to have the City of Ypsilanti Fire Department recognized as one of the fire service leaders in providing efficient and cost effective protection for citizens in the City of Ypsilanti, Washtenaw County, and the State of Michigan.

## How We Are Structured



\* FTE = Full Time Employees

<b>FIRE DEPARTMENT</b>	<b>SERVICES WE PROVIDE (PROGRAMS)</b>
Administration	Oversight of all Fire Department Operations and City site emergency plan.
Fire Prevention	Fire inspections, public education, and fire investigation.
Fire Suppression	Emergency response, EMS, and day to day operations.

<b><u>What We Do</u>      - - - - - &gt;</b> <b>(Process and Activities)</b>	<b><u>What We Produce</u>      - - - - - &gt;</b> <b>(Outputs)</b>
Administration: Budget and planning.	Yearly budget, short and long term planning.
Set strategic policy and direction Grants oversight.	Write and update procedure manuals. Define needs and apply for and administer grants.
Payroll & Procurement, Records	Employee work records, overtime reports, and weekly payroll. New goods, supplies, and purchases. Maintain fire and EMS federal reporting and FOIA requests.
Employee development	Training events and planning to meet all mandated requirements.
Fire Prevention: Inspections, Public Education, Fire Investigation	Complaints and violations, certificate of occupancy inspections, maintain safe living environment. Demonstrations, classes for adults and children, as well as local businesses. Determine cause and origin for all fires when possible within the City of Ypsilanti.
Fire Suppression: Emergency response Day to Day Operations Respond to Fire Emergencies Category Two Emergency Medical response Respond to Hazardous Material emergencies Respond to Technical Rescue Emergencies	Timely and effective response to all requests for emergency assistance. Coordination of daily operations, personnel, and responses. Responded to 911 calls for service Respond to all 911 request for EMS Respond at an operations level with County Wide Team  Respond to emergencies with County Wide Team

<b><u>Who We Serve</u></b> - - - - - ▶ <b>(Customers)</b>	<b><u>What We Are Accomplishing</u></b> <b>(Outcomes)</b>
Administration: Citizens of Ypsilanti City Administration	Timely, courteous response for information, records, and reports. Continue to work within set guidelines and budget as directed.
Fire Prevention: Citizens of Ypsilanti Businesses EMU	Safe living environment Life safety compliance Provide cooperative fire planning Maintain effective ISO rating of 4

<b><u>Who we are working with</u></b> - - - - - ▶ <b>(Partners)</b>	
City Manager & Department Heads Bench and Bar Michigan Fire Service Council Bureau of Fire Services EMU Local Emergency Planning Washtenaw Mutual Aid Assoc. Washtenaw County Hazardous Materials Team Washtenaw County Tech Rescue Washtenaw County Metro Alliance Ann Arbor Fire Department Homeland Security	Weekly update of City business and events Monthly update of legal activities Comment on legislation effecting fire service. Remain current on state certifications. Maintain cooperative services. Review of SARA Title III sites Determine need action for county fire service. Participate in training and response Participate in training and response. Continue to develop County wide operations Develop common goals and strategic planning Received over \$750,000 in Fire Act Grants.

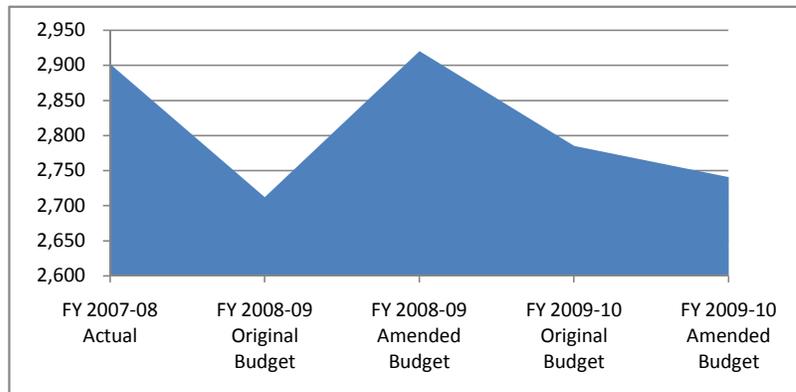
**CITY OF YPSILANTI  
FIRE SERVICES  
GENERAL FUND - FIRE 337, 339 and 343  
EXPENDITURE ANALYSIS**

FUND: GENERAL FUND		Actual	Original	Amended	Original	Amended
Dept: 337-339 FIRE		2007/2008	Budget	Budget	Budget	Budget
		2007/2008	2008/2009	2008/2009	2009/2010	2009/2010
<b>Acct. No.</b>	<b>Acct. Description</b>					
706-00	PERMANENT WAGES - SALARIES	1,291,453	1,217,338	1,272,174	1,254,453	1,281,655
709-00	OVERTIME	28,427	30,000	30,000	30,000	30,000
709-02	EXTRA DUTY PAY	164,371	70,000	120,000	70,000	70,000
714-00	FRINGE BENEFITS	949,949	986,054	987,143	1,019,706	948,507
	<b>SUB-TOTAL SALARIES, WAGES &amp; FRIN</b>	<b>2,434,200</b>	<b>2,303,392</b>	<b>2,409,317</b>	<b>2,374,159</b>	<b>2,330,162</b>

716-00	EMT CERTIFICATION	27,000	25,276	24,000	26,038	24,000
717-00	HOLIDAY PAY	61,049	55,897	59,671	57,533	59,355
728-00	OFFICE SUPPLIES	677	700	900	700	700
730-00	POSTAGE	51	100	100	100	100
750-00	FOOD CONCESSION	31,441	19,914	19,446	20,505	19,446
757-00	OPERATING SUPPLIES	7,984	8,000	8,000	8,000	8,000
768-00	UNIFORMS, LAUNDRY & CLEANING	-	-	-	-	-
768-01	LAUNDRY SERVICES	472	500	500	500	500
768-02	SELF CONTAINED BREATHING	1,046	6,900	6,900	6,900	6,900
768-03	TURNOUT GEAR-UNIFORMS	8,007	10,000	10,000	8,000	8,000
769-00	MAINTENANCE ALLOWANCE	14,863	13,411	14,222	13,415	14,075
775-00	REPAIRS AND MAINTENANCE SUPPLY	4,743	4,950	4,950	4,950	4,950
818-00	CONTRACT SERVICES	-	-	100,000	-	-
853-00	TELEPHONE	5,973	5,933	5,933	6,111	6,111
920-00	PUBLIC UTILITIES	31,381	32,960	32,960	33,948	33,948
933-00	EQUIPMENT MAINTENANCE	2,599	2,700	3,000	2,700	2,700
934-00	OFFICE EQUIPMENT RENTAL	555	700	700	700	700
936-00	RADIO MAINTENANCE	829	1,442	1,442	1,485	1,485
943-00	EQUIPMENT RENTAL OR LEASE DEP	259,000	209,000	209,000	209,000	209,000
944-00	HYDRANT RENTAL	480	900	900	900	900
957-00	BOOKS MAGAZINES AND PERIODICAL	102	200	200	200	200
958-00	MEMBERSHIP AND DUES	2,945	1,642	1,642	1,691	1,691
960-00	PROFESSIONAL DEVELOPMENT	6,194	8,000	6,500	8,000	8,000
	<b>SUB-TOTAL ADMINISTRATIVE COSTS</b>	<b>467,391</b>	<b>409,125</b>	<b>510,966</b>	<b>411,376</b>	<b>410,761</b>
	<b>GRAND TOTAL</b>	<b>2,901,591</b>	<b>2,712,517</b>	<b>2,920,283</b>	<b>2,785,535</b>	<b>2,740,923</b>

	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	FY 2009-10
STAFFING	Actual	Original	Amended	Original	Amended
FIRE	22.00	22.00	22.00	22.00	22.00
<b>TOTAL- FIRE</b>	<b>22.00</b>	<b>22.00</b>	<b>22.00</b>	<b>22.00</b>	<b>22.00</b>

POLICE DIVISION EXPENDITURES  
IN (000)



**VARIANCE ANALYSIS:**

Firefighter who planned to retire had a change in circumstances and will be delaying retirement

Professional development decreased because we are now able to do some of the training required for certification online at no cost

\$100,000 change in Contract Services reflects funds we received from a FEMA Homeland Security grant that is being used to do health and safety upgrade to the Fire Building

# Citizen Services

One South Huron Street, Ypsilanti, MI 48197  
 Phone: (734) 483-1100 Fax: (734) 487-8742

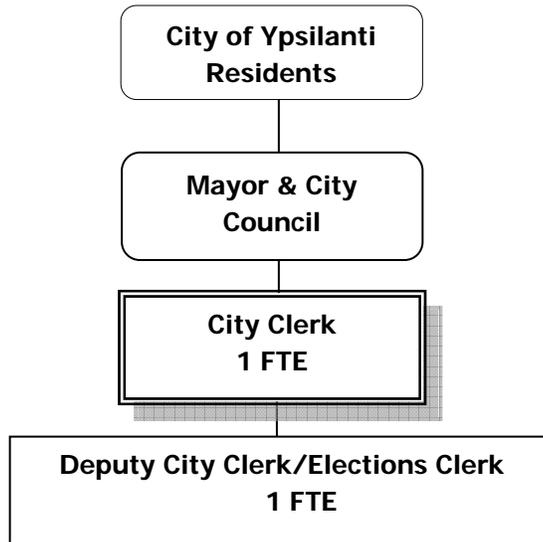
**DEPARTMENT DESCRIPTION:**

The City Clerk’s Office is responsible for maintaining the City’s official records, including City Council Minutes, legal notices, licenses, and administering voter registration and elections.

## City Clerk/Elections

Our Mission	Our Vision
<p>To serve as the Clerk of the Council, Chief Elections Officer of the City and Custodian of the Corporate Seal; to certify all official documents and provide custody of official City documents; to administer oaths and to exercise other powers and duties as provided by law.</p>	<p>To provide excellent customer service to internal and external customers by creating a customer friendly atmosphere, fostering positive relationships with the community, and utilizing technology to create greater efficiencies.</p>

**How We Are Structured**



\*FTE = Full Time Employee

<b>CITY CLERK/ELECTIONS</b>	<b>SERVICES WE PROVIDE (PROGRAMS)</b>
Custodian of Records/Records Management	Ensures safe and accurate filing/storage of City records, i.e. Ordinances, Resolutions, Contracts, Agreements, and Bids; Completes FOIA requests; Notary Public; Signatory for agreements; Conduct research of City files for internal and external customers; Provides certified copies of records; Responsible for ordinance codification and website updates
Voter Registration	Qualified Voter File (QVF) maintenance (maintains up-to- date QVF voter data and process all changes); Support voter registration activities; Inform the community of elections/voting related issues
Elections	Conduct fair and accurate elections; Issue and process absent voter applications and ballots; Prepare poll books; Recruit, hire and train election inspectors; Provide candidate information; Maintain master file and up-to-date voter information; Prepare supply boxes for each precinct; Coordinate setup of polling locations and facility usage; Publish notices; Maintain election supplies; Payroll for Election staff; Proofs ballots; Efficiently report election results to Washtenaw County
Customer Service/Call Center	First point of contact for customers; Provide confident, courteous and prompt service; Serve as information center for walk-in inquiries; Answer primary phone line for incoming queries; Provide information to general public and assistance in locating proper departments
Clerk of the Council	Attendance at Council Meetings; Coordination of Council Agenda and Packet; Minutes; Publication of notices and adopted ordinances; Scheduling of Council-Related Meetings; Assist Mayor and Council in Council-Related business; Maintain Mayor's Calendar; Maintain the Mayor and Council Boards and Commissions; Administers the Oath of Office
Liquor License/Taxicab Licenses/Peddler & Solicitor License	Process and coordinate Liquor License requests; Correspond with Michigan Liquor Control Commission; Process taxicab licenses and renewals; Issue taxicab bond plates; Process peddler, solicitor and vendor licenses
Boards/Commissions	Staff Human Relations and Civil Service Commissions; Serve on Safety Committee and Chairman of Election Commission
Insurance	Manage City's liability insurance program; Processes claims and incident reports
Miscellaneous	Manages Advance Notice of Permitted Activity in the State Trunk-line Right-of-Way with MDOT for street closures for parades and special events

<b><u>What We Do</u></b> - - - - - ▶ <b>(Process and Activities)</b>	<b><u>What We Produce</u></b> - - - - - ▶ <b>(Outputs)</b>
Coordinate Elections	Accurate, fair, and fully-staffed elections
Record Management	Information readily on-hand and accessible
Voter Registration	Accurate records; Right to vote supported
Customer Service	Courteous and efficient service to all
Clerk of the Council	Meet the needs of Council, research and produce documents as needed; Update website as directed
Administer Oaths	Oaths administered to Police, Fire, Commissioners and staff
Issue licenses (solicitors, taxicab, vendor)	Licenses issued/denied promptly and properly investigated
Notary Public	Prompt and courteous service

<b><u>Who We Serve</u></b> - - - - - ▶ <b>(Customers)</b>	<b><u>What We Are Accomplishing</u></b> <b>(Outcomes)</b>
City Council	Council packets, minutes, agendas, resolutions, proclamations; Arrangement of special meetings, research
Residents and General Public	Coordination of Elections; Provide customer service at counter and on phone; Provide information on website; Voter registration and information updates; FOIA requests; Process licenses; Process incident reports; Provide notary public service
City staff/Boards and Commissions	Manage insurance program; Research; Keeper of records; Signatory of contracts; Staff Human Relations Commission, Civil Service Commission, and Election Commission

<b><u>Who We Are Working With</u></b> <b>(Partners)</b>	
Washtenaw County	Comply with Election directives and best practices; Facilitate election inspector and other trainings; Mutual support
General Public	Inform citizens; Two-way communication between administration and public
Neighborhood Associations	Inform citizens; Voter information distributed widely and quickly
City Staff	Cooperation in delivering quality service to all customers (internal and external)

**CITY OF YPSILANTI  
CITIZEN SERVICES  
GENERAL FUND - ELECTIONS 191-193/CLERK 215  
EXPENDITURE ANALYSIS**

FUNF 101 GENERAL FUND Dept: 191-193 & 215		Actual 2007/2008	Original Budget 2008/2009	Amended Budget 2008/2009	Original Budget 2009/2010	Amended Budget 2009/2010
<b>Acct. No.</b>	<b>Acct. Description</b>					
706-00	PERMANENT WAGES - SALARIES	106,560	108,861	108,859	112,128	108,859
707-00	TEMPORARY WAGES	29,534	66,493	55,927	24,700	27,500
709-00	OVERTIME	-	-	428	-	-
714-00	FRINGE BENEFITS	33,715	42,624	34,738	41,373	35,090
	<b>SUB-TOTAL SALARIES, WAGES &amp; FRINGES</b>	<b>169,809</b>	<b>217,978</b>	<b>199,952</b>	<b>178,201</b>	<b>171,449</b>

728-00	OFFICE SUPPLIES	1,185	3,270	3,020	2,970	2,970
728-01	COPIER SUPPLIES	615	1,500	1,500	1,500	1,500
730-00	POSTAGE	2,725	7,083	3,884	4,883	4,883
757-00	OPERATING SUPPLIES	7,447	14,982	6,560	6,450	6,450
818-00	CONTRACTUAL SERVICES	11,666	20,300	14,078	13,620	11,980
853-00	TELEPHONE	2,935	3,150	3,270	3,150	3,150
900-00	PRINTING AND PUBLISHING	19,344	24,150	23,196	23,450	22,450
943-00	EQUIPMENT RENTAL OR LEASE DEP	1,500	1,500	1,500	1,500	1,500
946-00	OFFICE EQUIPMENT RENTAL	5,857	8,107	8,107	8,350	5,639
957-00	BOOKS MAGAZINES AND PERIODICAL	-	160	160	160	160
958-00	MEMBERSHIPS AND DUES	350	425	425	425	425
960-00	PROFESSIONAL DEVELOPMENT	1,208	2,500	1,500	2,500	2,500
	<b>SUB-TOTAL ADMINISTRATIVE COSTS</b>	<b>54,832</b>	<b>87,127</b>	<b>67,200</b>	<b>68,958</b>	<b>63,607</b>
	<b>GRAND TOTAL</b>	<b>224,641</b>	<b>305,105</b>	<b>267,152</b>	<b>247,159</b>	<b>235,056</b>

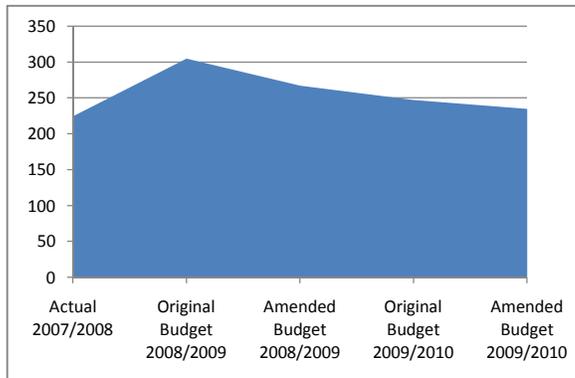
	FY 2007-08 Actual	FY 2008-09 Original Budget	FY 2008-09 Amended Budget	FY 2009-10 Original Budget	FY 2009-10 Amended Budget
<b>STAFFING</b>					
ELECTIONS & CLERK	2.00	2.00	2.00	2.00	2.00
<b>TOTAL ELECTIONS &amp; CLERK</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>

**ELECTIONS & CLERK DEPARTMENT EXPENDITURES  
IN (000)**

**VARIANCE ANALYSIS:**

Temporary Wages, Postage, and Operating Supplies all decreased because the original budget included an extra election that was not needed

Contractual Services decreased because a Test Deck was eliminated



**CITY OF YPSILANTI  
CITIZEN SERVICES  
GENERAL FUND - CITY INSURANCE 851  
EXPENDITURE ANALYSIS**

FUND:		Actual	Original	Amended	Original	Amended
EXPENSES		2007/2008	Budget	Budget	Budget	Budget
Dept: 851			2008/2009	2008/2009	2009/2010	2009/2010
Acct. No.	Acct. Description					
714-00	FRINGE BENEFITS	5,074	9,647	9,647	9,936	9,936
<b>SUB-TOTAL SALARIES, WAGES &amp; FRINGE</b>		<b>5,074</b>	<b>9,647</b>	<b>9,647</b>	<b>9,936</b>	<b>9,936</b>

714-01	UNEMPLOYMENT	16,955	10,902	11,158	55,000	35,000
714-11	VACATION AND SICK CASHOUTS	221,107	210,000	160,000	215,200	150,000
822-10	GENERAL LIABILITY	157,488	165,362	84,980	173,630	89,230
822-20	PROFESSIONAL LIABILITY	170,279	178,793	208,584	187,733	219,014
822-30	ERRORS AND OMISSION INSURANCE	125,548	131,825	147,027	138,416	154,379
823-00	EMPLOYEE BONDS	1,641	1,723	885	1,809	929
<b>SUB-TOTAL ADMINISTRATIVE COSTS</b>		<b>693,017</b>	<b>698,605</b>	<b>612,634</b>	<b>771,788</b>	<b>648,552</b>
<b>GRAND TOTAL</b>		<b>698,092</b>	<b>708,252</b>	<b>622,281</b>	<b>781,724</b>	<b>658,488</b>

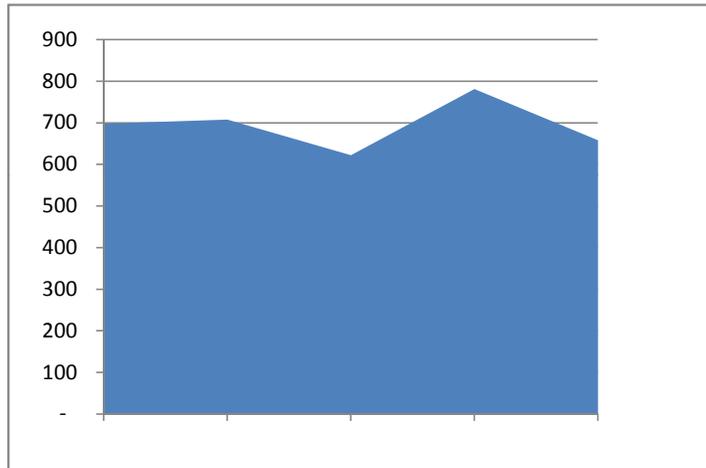
**VARIANCE ANALYSIS:**

The amount of Unemployment pay; Professional liability; and Errors and Omission Insurance are increased.

Amounts are decreased in Vacation and Sick Cashouts; General liability; and Employee bonds.

Professional liability and errors and omissions increased due to increased claims in the Police and Public Officials.

**CITY INSURANCE EXPENDITURES  
IN (000)**



# LEGAL SERVICES

105 Pearl Street, Ypsilanti, MI 48197  
 Phone: (734) 481-1234 Fax: (734) 483-3871

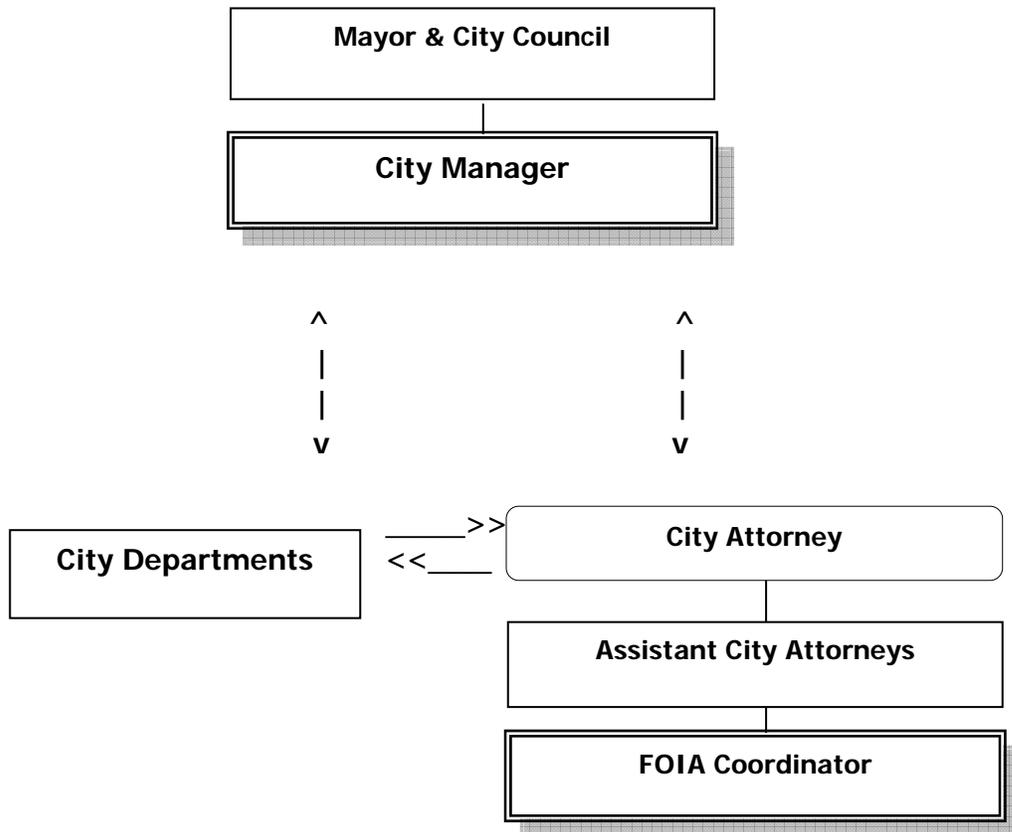
## DEPARTMENT DESCRIPTION:

The City attorney represents the City in all legal proceedings and performs all other legal work as required by law. The City Attorney serves as a member of the Election Commission and acts as City Prosecutor for the prosecution of all City misdemeanor and civil infraction cases. City Council has designated the City Attorney as Freedom of Information Act Coordinator.

## City Attorney

Our Mission	Our Vision
To provide the City of Ypsilanti with high quality, reasonably priced legal services that benefit all of the residents of the City, City Council, and City Administration.	Pride, Diversity, Heritage.

### How We Are Structured



<b><u>CITY ATTORNEY</u></b>	<b><u>Services We Provide (Programs)</u></b>
General Legal Services	Legal advice and support to City Manager, City Council, and Department Heads, preparation of formal and informal written legal opinions and ordinance drafting
Prosecution Legal Services	Represent the City in local district court for ordinance enforcement, misdemeanors and civil infractions
Litigation	Representation of the City in all non-14A2 litigation matters, and monitoring of insurance cases
Labor	Advise City Manager and staff on all labor related matters

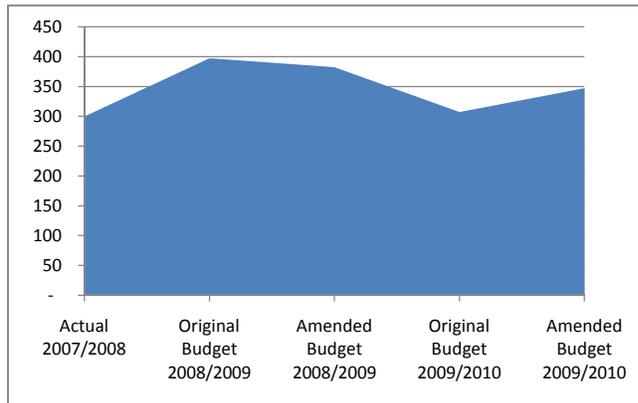
<b><u>What We Do</u></b> <b>(Process and Activities)</b>	<b><u>What We Produce</u></b> <b>(Outputs)</b>
General Legal Services Training	Training for Department Heads, Boards and Commissions, and other City employees, new Council Member workshops, Open Meetings Act, Freedom of Information Act, Ethics, Dealing with the Media
Ordinances	Research and draft Ordinances, Resolutions, and RFPs
Meetings	Attend meetings of Council, department head, goal setting; attend citizen meetings as needed
Freedom of Information	Act as official Freedom of Information Act coordinator for the City
Election Commission	Serve as member of the Commission
Risk Management	Standardized forms, sidewalk repair program, RFP procedures, complaint procedures, FOIA forms
Prosecution Legal Services	Attendance at local 14A2 District court for all City cases, including jury trials, bench trials, pretrials and hearings
Meetings	Meetings with building department twice a month concerning enforcement issues
Bench Bar	Regular monthly meetings with City departments, the Court and City Attorney staff
Officer Training	Training for all new officers
John's School	Presentations at the John's School
Citizens Police Academy	Conduct Citizens Police Academy
Litigation	Advice to Mayor, Council, Manager and all departments
Labor	General legal advice on labor issues and questions

**CITY OF YPSILANTI  
LEGAL SERVICES  
GENERAL FUND - GENERAL LEGAL, ORDINANCE PROSECUTION,  
LITIGATION AND APPEAL, PERSONNEL LITIGATION 210 - 213  
EXPENDITURE ANALYSIS**

FUND:		Actual	Original	Amended	Original	Amended
EXPENSES		2007/2008	Budget	Budget	Budget	Budget
Dept: 210, 211, 212, 213			2008/2009	2008/2009	2009/2010	2009/2010
Acct. No.	Acct. Description					
818-00	CONTRACTUAL SERVICES	157,140	157,140	157,140	157,000	157,140
826-00	LITIGATION	142,571	190,000	175,000	150,000	190,000
962-00	LEGAL SETTLEMENTS	-	50,000	50,000	-	-
	<b>SUB-TOTAL ADMINISTRATIVE COSTS</b>	<b>299,711</b>	<b>397,140</b>	<b>382,140</b>	<b>307,000</b>	<b>347,140</b>
	<b>GRAND TOTAL</b>	<b>299,711</b>	<b>397,140</b>	<b>382,140</b>	<b>307,000</b>	<b>347,140</b>

LEGAL EXPENDITURES  
IN (000)

VARIANCE ANALYSIS:  
Litigation decreased due to reduced fees



**MAJOR STREET  
FUND  
[202]**

**LOCAL STREET  
FUND  
[203]**

# PUBLIC SERVICES

One South Huron Street, Ypsilanti, MI 48197  
 Phone: (734) 483-1421 Fax: (734) 483-1018

## DEPARTMENT DESCRIPTION:

The Department of Public Services is responsible for Street Maintenance, Fall Leaf Collection, Tree Maintenance, Building and Equipment Maintenance, Solid Waste Services, Recycling and Composting and Parks Maintenance. Each position is in the organizational chart of its home department with the understanding that all DPW employees work in whatever area of the department is needed.

## Major and Local Street Funds

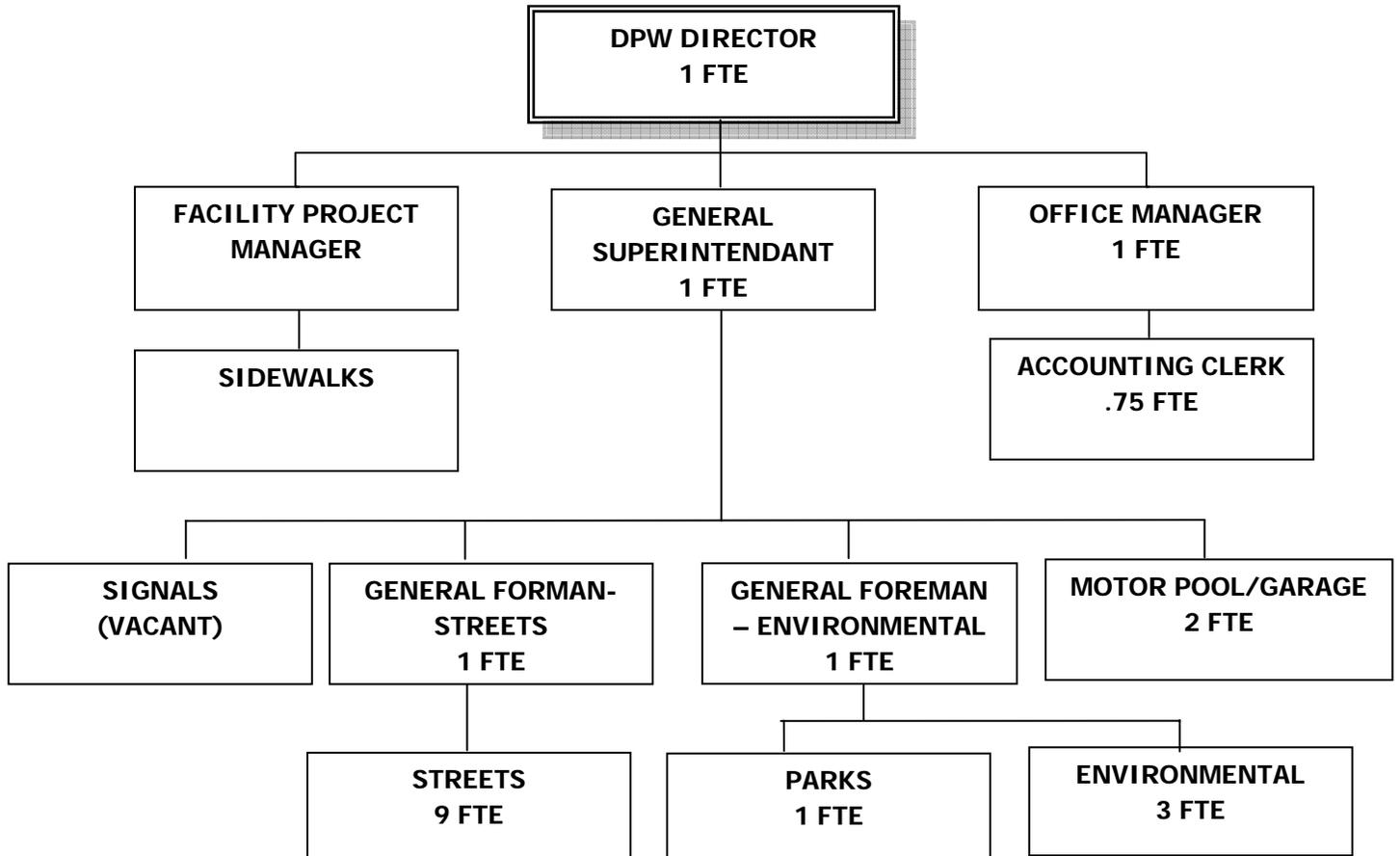
### Our Mission

To provide the professional care of streets and roads according to departmental mandate & state regulations.

### Our Vision

To enhance & ensure a safe and attractive environment for city residents and visitors.

### How We Are Structured



\*FTE = FULL TIME EMPLOYEE

<b>MAJOR AND LOCAL STREETS</b>	<b>SERVICES WE PROVIDE (PROGRAMS)</b>
Surface Maintenance	Patch potholes, preventative maintenance of pavement such as crack sealing, etc. of all major and local streets along with state trunklines
Street Sweeping	Clean and sweep all city streets
Drainage Structures	Maintain storm water conveyance system, repair/rebuild drainage structures as needed, provide scheduled cleaning of all city drainage structures & manholes, work with County Drain Commission on Illicit Discharge Elimination Program (IDEP)
Tree Maintenance	Provide tree maintenance such as trimming, tree & stump removal and planting of all city owned trees.
Traffic Services	Maintenance of all city traffic signals. Repair & replace traffic signs, street signs, sign poles and anchors. Provide signage in accordance to the Michigan Uniform Traffic Control Devices Code.
Winter Maintenance	Snow removal on all city streets.

<b>What We Do</b> - - - - - >	<b>What We Produce</b> - - - - - >
<b>(Process and Activities)</b>	<b>(Outputs)</b>
Surface Maintenance: Maintain all city streets from planning of pavement projects to street sweeping, and patching of streets	Safe streets and trunklines.
Drainage Structures: Maintain and manage the storm water system outflow as it relates to City, County and State regulations and connections systems.	Management of this system provides proper flow of water during the rainy season and other times when water level is on the rise.
Trees: Nurture and manage the health of city trees from their planting to their removal.	Improved beautification of City. Improvement to air quality and ground water drainage.
Traffic: Monitor and equip traffic signal system with up to date equipment to insure cost efficient maintenance. Provide signage in accordance with the Michigan Uniform Traffic Control Devices (MUTCD) as needed.	Safe streets.

<b><u>Who We Serve</u></b> - - - - - ▶	<b><u>What We Are Accomplishing</u></b>
<b>(Customers)</b>	<b>(Outcomes)</b>
City Residents	Safe, clean streets
State of Michigan	Safe, clean streets.

<b><u>Who we work with</u></b> - - - - - ▶	
<b>(Partners)</b>	
State of Michigan	Coordination of federal funds for road and state trunk line maintenance.
Washtenaw County Drain Commission	Assistance in Storm Water Phase II and Illicit Discharge Elimination Program.
EMU	Nested jurisdiction for Storm Water Phase II
DNR	Provides grants for tree replacement.
Department of Agriculture	Provides grants for tree replacement.

**CITY OF YPSILANTI  
PUBLIC SERVICES  
MAJOR STREET FUND 202  
REVENUES**

Fund: 202 MAJOR STREET REVENUES		Actual	Original	Amended	Original	Amended
Dept: 000 REVENUES		2007/2008	Budget	Budget	Budget	Budget
Acct. No.	Acct. Description		2008/2009	2008/2009	2009/2010	2009/2010
452-00	FRANCHISE/PERMIT FEES	6,295	20,000	5,000	20,000	5,000
529-05	ARRA RECOVERY & REINVEST.ACT					271,000
577-00	GAS AND WEIGHT TAX	884,242	925,000	878,750	925,000	876,000
577-01	WINTER MAINTENANCE	88,604	30,000	54,000	30,000	30,000
664-00	INTEREST EARNINGS	41,624	20,000	35,000	24,000	24,000
665-00	APPRECIATION OF FAIR VALUE	65,797	-	63,000	-	-
676-05	CONTRIBUTIONS FROM GENERAL	4,439	-	-	-	804,144
676-13	CONTRIBUTIONS FROM YCUA-W & S	220,626	-	-	-	-
678-00	STATE TRUNKLINE MAINT	68,421	70,000	46,000	70,000	70,000
698-00	MISCELLANEOUS REVENUE	2,303	222,431	139,427	-	-
699-00	APPROPRIATIONS FUND BALANCE		289,065	86,816		507,199
<b>TOTAL MAJOR STREET REVENUE</b>		<b>1,382,349</b>	<b>1,576,496</b>	<b>1,307,993</b>	<b>1,069,000</b>	<b>2,587,343</b>

**CITY OF YPSILANTI  
PUBLIC SERVICES  
MAJOR STREET FUND 202  
EXPENDITURE ANALYSIS**

Dept: 202 Major Street		Actual	Original	Amended	Original	Amended
		2007/2008	Budget	Budget	Budget	Budget
Acct. No.	Acct. Description		2008/2009	2008/2009	2009/2010	2009/2010
706-00	PERMANENT WAGES - SALARIES	200,331	263,471	207,315	271,376	216,491
707-00	TEMPORARY WAGES	11,640	12,480	12,850	12,854	12,854
709-00	OVERTIME WAGES	40,005	41,529	50,035	42,773	45,556
714-00	FRINGE BENEFITS	81,096	100,105	71,822	103,108	75,295
<b>SUB-TOTAL SALARIES, WAGES &amp; FRINGES</b>		<b>333,072</b>	<b>417,585</b>	<b>342,022</b>	<b>430,111</b>	<b>350,196</b>
728-00	OFFICE SUPPLIES	562	3,023	1,523	3,054	1,554
768-00	UNIFORMS, LAUNDRY & CLEANING	3,285	3,554	4,200	3,661	4,200
769-00	MAINTENANCE ALLOWANCE	1,800	1,800	2,200	1,854	2,200
807-00	AUDIT FEES	3,513	3,105	3,105	2,797	2,921
914-00	LIABILITY INSURANCE	1,641	1,805	1,805	1,859	1,895
956-00	ADMIN CHARGES	799	-	-	-	-
<b>SUB-TOTAL ADMINISTRATIVE COSTS</b>		<b>11,599</b>	<b>13,287</b>	<b>12,833</b>	<b>13,225</b>	<b>12,770</b>
757-00	OPERATING SUPPLIES	-	100	100	103	103
775-00	REPAIR AND MAINTENANCE	124,978	97,052	156,939	99,964	133,042
818-00	CONTRACTUAL SERVICES	55,217	66,829	69,829	68,683	126,300
920-00	PUBLIC UTILITIES	34,786	33,248	33,248	34,245	34,245
943-00	EQUIPMENT RENTAL	156,650	144,795	156,318	149,141	161,043
<b>SUB-TOTAL STREET MAINTENANCE COSTS</b>		<b>371,631</b>	<b>342,024</b>	<b>416,434</b>	<b>352,136</b>	<b>454,733</b>
972-00	DESIGN ENGINEERING	56,946	35,000	169,500	-	251,000
973-00	CONSTRUCTION	125,005	371,600	75,000	27,500	806,144
973-01	CONSTRUCTION ENGINEERING	83,643	142,000	34,500	50,000	456,500
973-02	CONSTRUCTION - MDOT	575,542	-	2,704	-	-
<b>SUB-TOTAL CONSTRUCTION COSTS</b>		<b>841,137</b>	<b>548,600</b>	<b>281,704</b>	<b>77,500</b>	<b>1,513,644</b>
965-00	CONTRIBUTION TO LOCAL STREETS	130,000	250,000	250,000	180,000	180,000
965-10	CONTRIBUTION TO CAPITAL IMPROVEMENT	4,050	5,000	5,000	-	-
<b>SUB-TOTAL TRANSFERS &amp; CONTRIBUTIONS</b>		<b>134,050</b>	<b>255,000</b>	<b>255,000</b>	<b>180,000</b>	<b>180,000</b>
<b>GRAND TOTAL</b>		<b>1,691,489</b>	<b>1,576,496</b>	<b>1,307,993</b>	<b>1,052,972</b>	<b>2,511,343</b>
<b>REVENUES MINUS EXPENDITURES</b>		<b>(309,140)</b>	<b>-</b>	<b>-</b>	<b>16,028</b>	<b>76,000</b>

**FUND BALANCE**

FUND BALANCE-BEGINNING OF YEAR	1,306,474	997,334	997,334	910,518	910,518
NET CHANGE THIS PERIOD	(309,140)	-	-	16,028	76,000
FUND BALANCE USED	-	(289,065)	(86,816)	-	(507,199)
<b>FUND BALANCE-END OF YEAR</b>	<b>997,334</b>	<b>708,269</b>	<b>910,518</b>	<b>926,546</b>	<b>479,319</b>

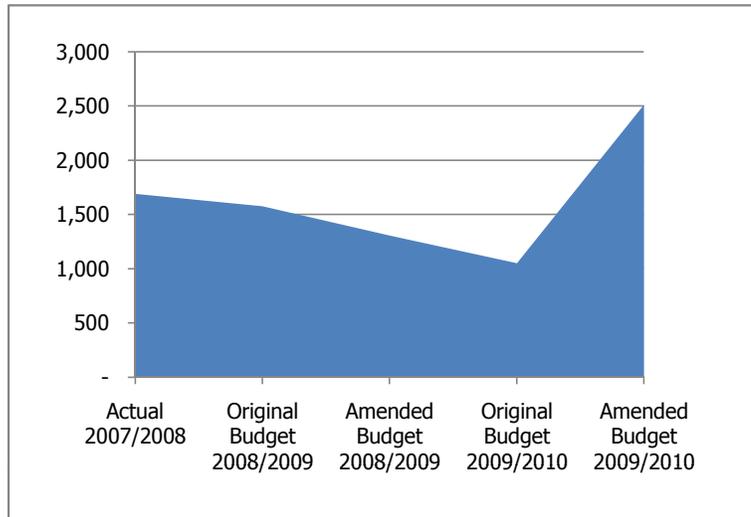
VARIANCE ANALYSIS:

Wages decreased due to the elimination of the Facilities Project Manager position and one AFSCME employee for approximately 5 months.

Record number of days with measurable snow resulted in record snow falls this season. Resulted in increased salt use and purchases from the repair and maintenance account.

Street projects were budgeted in FY 2008-2009 but will not be completed until FY 2009-2010 necessitating a transfer of expenditures.

**MAJOR STREET EXPENDITURES  
IN (000)**



**CITY OF YPSILANTI  
PUBLIC SERVICES  
LOCAL STREET FUND 203  
REVENUES**

Fund: 203 LOCAL STREET REVENUES		Actual	Original Budget	Amended Budget	Original Budget	Amended Budget
Dept: 000 REVENUES		2007/2008	2008/2009	2008/2009	2009/2010	2009/2010
Acct. No.	Acct. Description					
452-00	FRANCHISE/PERMIT FEES	3,250	20,000	2,800	20,000	3,200
577-00	GAS AND WEIGHT TAX	289,225	292,211	277,600	292,000	267,000
664-00	INTEREST EARNINGS	15,180	6,400	3,000	7,680	2,000
676-02	CONTRIBUTIONS FROM MAJOR ST	130,000	250,000	250,000	180,000	180,000
676-05	CONTRIBUTIONS FROM GENERAL	2,424	-	-	-	-
698-00	MISCELLANEOUS REVENUE	201	-	-	-	-
699-00	APPROPRIATIONS FUND BALANCE	-	247,317	280,970	-	14,817
<b>TOTAL REVENUE</b>		<b>440,280</b>	<b>815,928</b>	<b>814,370</b>	<b>499,680</b>	<b>467,017</b>

**CITY OF YPSILANTI  
PUBLIC SERVICES  
LOCAL STREET FUND 203  
EXPENDITURE ANALYSIS**

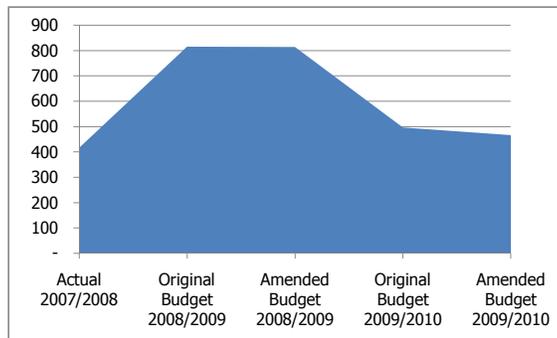
GENERAL FUND		Actual	Original Budget	Amended Budget	Original Budget	Amended Budget
		2007/2008	2008/2009	2008/2009	2009/2010	2009/2010
Acct. No.	Acct. Description					
706-00	PERMANENT WAGES - SALARIES	117,839	213,897	176,335	220,313	178,912
707-00	TEMPORARY WAGES	2,790	3,120	3,320	3,214	3,214
709-00	OVERTIME WAGES	7,069	12,174	14,490	12,538	12,909
714-00	FRINGE BENEFITS	46,815	72,465	58,212	74,638	60,197
<b>SUB-TOTAL SALARIES, WAGES &amp; FRINGES</b>		<b>174,513</b>	<b>301,656</b>	<b>252,357</b>	<b>310,703</b>	<b>255,232</b>
728-00	OFFICE SUPPLIES	267	512	512	527	527
807-00	AUDIT FEES	1,887	1,668	1,668	1,499	1,569
914-00	LIABILITY INSURANCE	3,281	3,609	1,770	3,717	1,858
956-00	ADMIN CHARGES	-	-	-	-	-
<b>SUB-TOTAL ADMINISTRATIVE COSTS</b>		<b>5,435</b>	<b>5,789</b>	<b>3,950</b>	<b>5,743</b>	<b>3,954</b>
775-00	REPAIR AND MAINTENANCE	73,069	37,340	79,438	38,459	60,222
818-00	CONTRACTUAL SERVICES	17,733	38,414	38,414	38,966	38,966
920-00	PUBLIC UTILITIES	517	818	818	843	843
943-00	EQUIPMENT RENTAL	91,558	99,411	116,000	102,392	107,800
<b>SUB-TOTAL STREET MAINTENANCE COSTS</b>		<b>182,878</b>	<b>175,983</b>	<b>234,670</b>	<b>180,660</b>	<b>207,831</b>
972-00	DESIGN ENGINEERING	38,189	-	-	-	-
973-00	CONSTRUCTION	14,294	290,000	273,893	-	-
973-01	CONSTRUCTION ENGINEERING	360	40,000	47,000	-	-
<b>SUB-TOTAL CONSTRUCTION COSTS</b>		<b>52,843</b>	<b>330,000</b>	<b>320,893</b>	<b>-</b>	<b>-</b>
965-10	CONTRIBUTION TO CAPITAL IMPROVEMENT	2,149	2,500	2,500	-	-
<b>SUB-TOTAL TRANSFERS &amp; CONTRIBUTION</b>		<b>2,149</b>	<b>2,500</b>	<b>2,500</b>	<b>-</b>	<b>-</b>
<b>GRAND TOTAL</b>		<b>417,817</b>	<b>815,928</b>	<b>814,370</b>	<b>497,106</b>	<b>467,017</b>
<b>REVENUES MINUS EXPENDITURES</b>		<b>22,463</b>	<b>-</b>	<b>-</b>	<b>2,574</b>	<b>-</b>
<b>FUND BALANCE</b>						
FUND BALANCE-BEGINNING OF YEAR		485,176	507,639	507,639	226,669	226,669
NET CHANGE THIS PERIOD		22,463	-	-	2,574	-
FUND BALANCE USED		-	(247,317)	(280,970)	-	(14,817)
<b>FUND BALANCE-END OF YEAR</b>		<b>507,639</b>	<b>260,322</b>	<b>226,669</b>	<b>229,243</b>	<b>211,852</b>

VARIANCE ANALYSIS:

Wages decreased due to the elimination of the Facilities Project Manager position and one AFSCME employee for approximately 5 months.

Record number of days with measurable snow resulted in record snow falls this season. Resulted in increased salt use and purchases from the repair and maintenance account.

**LOCAL STREET EXPENDITURES  
IN (000)**



**GARBAGE  
AND  
RUBBISH  
COLLECTION  
[226]**

# DEPARTMENT OF PUBLIC SERVICES

One South Huron Street, Ypsilanti, MI 48197  
 Phone: (734) 483-1421 Fax: (734) 483-1018

## DEPARTMENT DESCRIPTION:

The Department of Public Services is responsible for Street Maintenance, Fall Leaf Collection, Tree Maintenance, Building and Equipment Maintenance, Solid Waste Services, Recycling and Composting and Parks Maintenance. Each position is in the organizational chart of its home department with the understanding that all DPW employees work in whatever area of the department is needed.

### Garbage and Rubbish Fund

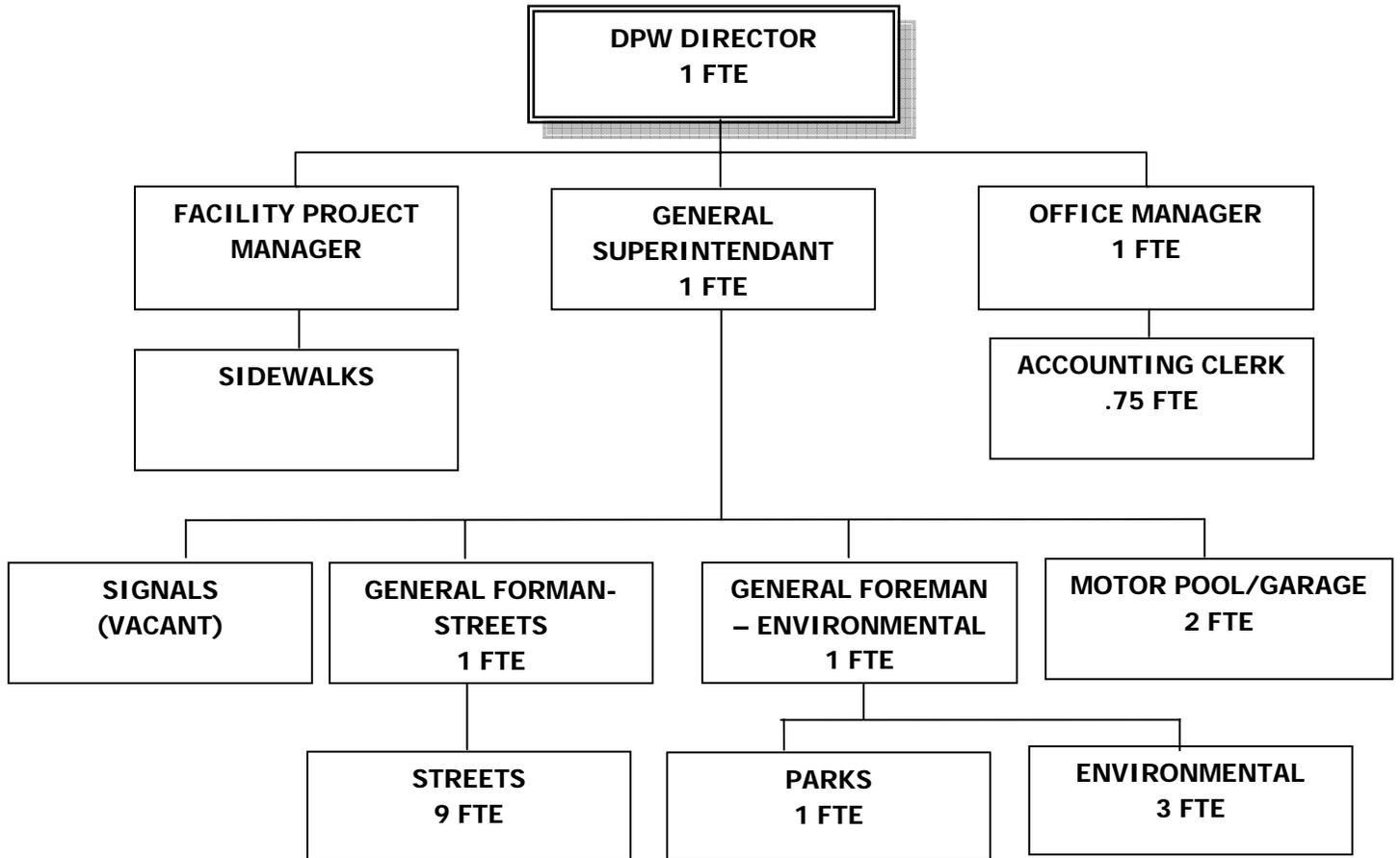
#### Our Mission

To manage solid waste in an environmentally sound and economical fashion.

#### Our Vision

To increase participation in recycling and provide a cleaner environment for the Ypsilanti community

### How We Are Structured



\*FTE = FULL TIME EMPLOYEE

<b>GARBAGE &amp; RUBBISH SERVICES</b>	<b>SERVICES WE PROVIDE(PROGRAMS)</b>
Curbside Recycling	Weekly unlimited curbside recycling of residential & small commercial properties located within the city.
Curbside Yard Waste Pick-up	Weekly unlimited curbside pick-up of yard waste from April to December, loose leaf collection & Christmas tree pick-up.
Staff Recycling Center	Staff recycling drop-off site open Thursday – Saturday 9:00 am – 3:00 pm

<b><u>What We Do</u> -----▶</b> <b>(Process and Activities)</b>	<b><u>What We Produce</u> -----▶</b> <b>(Outputs)</b>
Provide environmental services to residents of Ypsilanti	Cleaner, healthier neighborhoods. Provide earth friendly ways of disposing of waste materials while producing revenue to offset cost.

<b><u>Who We Serve</u> -----▶</b> <b>(Customers)</b>	<b><u>What We Are Accomplishing</u></b> <b>(Outcomes)</b>
City residents	Reduction of waste sent to landfills.
Non-city residents who use the recycling drop-off site.	Receive recycling materials at drop off site.

<b><u>Who we work with</u> -----▶</b> <b>(Partners)</b>	
Refuse Processors	Pick up trash, compost
Recyclers	Purchase recycled materials
Vendors	Timely delivery of services/goods

**CITY OF YPSILANTI  
PUBLIC SERVICES  
GARBAGE & RUBBISH COLLECTION FUND 226  
REVENUES**

Fund: 226 GARBAGE & RUBBISH		Actual	Original	Amended	Original	Amended
Dept: 000		2007/2008	Budget	Budget	Budget	Budget
Acct. No.	Acct. Description		2008/2009	2008/2009	2009/2010	2009/2010
403-00	CURRENT PROPERTY TAXES	1,016,670	995,503	1,054,539	988,630	985,834
403-02	INTEREST ON CURRENT TAXES	1,422	1,000	1,600	1,000	1,000
413-13	TIFA ADJUSTMENT	-	-	4,202	-	-
404-00	CURRENT IFT	1,726	674	679	674	674
405-00	DELINQUENT PERSONAL PROPERTY	10,812	-	1,037	-	-
405-03	INTEREST ON DELINQUENT TAXES	803	-	104	-	-
430-00	RECYCLING MATERIAL REVENUE	22,641	12,000	13,043	12,000	13,000
501-00	DEPT OF NAT RES-ASH TREE GRANT	3,000	-	-	-	-
502-00	DEPT OF NAT RES-ASH TREE GRANT	-	-	-	-	-
612-00	BRUSH CHIPPING REVENUE	210	-	105	-	-
664-00	INTEREST EARNINGS	13,832	3,000	6,000	3,600	3,600
675-00	DTE TREE PLANTING GRANT 05-16	-	-	-	-	-
676-07	CONTRIBUTION FROM MOTORPOOL	99,664	231,393	105,632	274,490	236,208
680-03	COST REIMBURSEMENT- DPW	-	-	140	-	-
698-00	MISCELLANEOUS REVENUE	1,266	-	47,861	-	-
699-00	APPROPRIATIONS FUND BALANCE	-	-	-	-	-
<b>DPW - ENVIRONMENTAL SERVICES</b>		<b>1,172,046</b>	<b>1,243,570</b>	<b>1,234,942</b>	<b>1,280,394</b>	<b>1,240,316</b>

**CITY OF YPSILANTI  
PUBLIC SERVICES  
GARBAGE & RUBBISH COLLECTION FUND 226  
EXPENDITURE ANALYSIS**

226 GARBAGE & RUBBISH		Actual	Original	Amended	Original	Amended
Dept:		2007/2008	Budget	Budget	Budget	Budget
Acct. No.	Acct. Description		2008/2009	2008/2009	2009/2010	2009/2010
706-00	PERMANENT WAGES - SALARIES	262,672	296,370	283,973	305,262	290,468
707-00	TEMPORARY WAGES	14,463	-	17,465	-	6,000
709-00	OVERTIME WAGES	14,209	15,788	15,276	16,189	15,482
714-00	FRINGE BENEFITS	99,951	129,183	90,842	132,728	96,060
<b>SUB-TOTAL SALARIES, WAGES &amp; FRIN</b>		<b>391,295</b>	<b>441,341</b>	<b>407,556</b>	<b>454,179</b>	<b>408,010</b>

730-00	POSTAGE	550	50	-	52	-
757-00	OPERATING SUPPLIES	1,236	1,023	4,500	1,047	1,047
768-00	UNIFORMS, LAUNDRY & CLEANING	1,844	2,046	2,046	2,093	2,093
769-00	MAINTENANCE ALLOWANCE	1,000	1,023	1,000	1,047	1,000
807-00	AUDIT FEES	1,571	1,388	1,388	1,388	1,306
958-00	MEMBERSHIPS & DUES	75	75	75	75	75
962.53	TAX REVERTED SALES	14,244	-	4	-	200
<b>SUB-TOTAL ADMINISTRATIVE COSTS</b>		<b>20,520</b>	<b>5,605</b>	<b>9,013</b>	<b>5,702</b>	<b>5,721</b>

775-00	REPAIR AND MAINTENANCE	1,463	2,558	3,307	2,625	3,347
801-01	DNR TREE GRANT	3,000	-	-	-	-
818-00	CONTRACTUAL SERVICES	582,225	584,133	615,138	601,657	619,322
920-00	PUBLIC UTILITIES	473	500	500	515	515
943-00	EQUIPMENT RENTAL	172,977	209,433	199,428	215,716	203,401
<b>SUB-TOTAL SERVICES COST</b>		<b>760,138</b>	<b>796,624</b>	<b>818,373</b>	<b>820,513</b>	<b>826,585</b>
<b>GRAND TOTAL</b>		<b>1,171,952</b>	<b>1,243,570</b>	<b>1,234,942</b>	<b>1,280,394</b>	<b>1,240,316</b>

<b>REVENUES MINUS EXPENDITURES</b>	<b>94</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
------------------------------------	-----------	----------	----------	----------	----------

<b>FUND BALANCE</b>					
FUND BALANCE-BEGINNING OF YEAR	33,838	33,932	33,932	33,932	33,932
NET CHANGE THIS PERIOD	94	-	-	-	-
<b>FUND BALANCE-END OF YEAR</b>	<b>33,932</b>	<b>33,932</b>	<b>33,932</b>	<b>33,932</b>	<b>33,932</b>

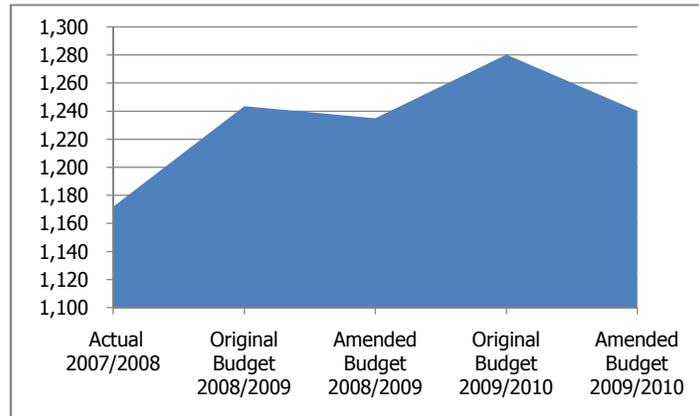
VARIANCE ANALYSIS:

Reduction in wages due to three AFSCME employees being out on medical leave during this fiscal year. Employees were paid part of their wages through the Workers Comp Fund.

Operating supplies amended budget was increased to purchase recycling bins of \$3,475.

Service costs were increased due to contractual obligations and increased demand for compost passes due to the reduction of chipping services.

**GARBAGE & RUBBISH EXPENDITURES  
IN (000)**



# OTHER FUNDS

- **COMMUNITY DEV. BLOCK GRANT [252]**
- **POLICE SPECIAL REVENUE FUND [265]**
- **DEPOT TOWN DDA [275]**
- **DOWNTOWN DDA [413]**
- **2004A DDA BONDS CONSTR. [473]**
- **BROWNFIELD REDEV. AUTH. [399]**
- **ECONOMIC DEV. CORP. [415]**
- **LAND REVOLVING [412]**
- **SIDEWALK IMPROVEMENT [495]**
- **WORKERS COMPENSATION [677]**
- **FIRE/POLICE PENSION FUND[732]**

# ADMINISTRATIVE SERVICES

One South Huron Street, Ypsilanti, MI 48197  
 Phone: (734) 483-1105 Fax: (734)482-7784

**DEPARTMENT DESCRIPTION:**

The Community Development Block Grant fund is currently being used solely for the Water Street project.

## COMMUNITY DEVELOPMENT BLOCK GRANT

<b>Our Mission</b>	<b>Our Vision</b>
To fund progress on the Water Street project until a new course of action can be determined.	Find a viable alternative for development of the Water Street project.

**How We Are Structured**

**Director of Administrative Services**  
 .25 FTE

\*FTE = FULL TIME EMPLOYEE

COMMUNITY DEVELOPMENT	SERVICES WE PROVIDE(PROGRAMS)
Maintain Water Street Property.	Evaluate alternative plans for development of Water Street site.

What We Do <span style="float: right;">-----▶</span> (Process and Activities)	What We Produce <span style="float: right;">-----▶</span> (Outputs)
Request bids from parties interested in the Water Street site.	Forward progress in Water Street site development

Who We Serve <span style="float: right;">-----▶</span> (Customers)	What We Are Accomplishing (Outcomes)
Vendors	Fence around site, pick up trash.
Prospective Investors	Development of Water Street site
City Residents	Keep the residents informed on the Water Street project
City Council	Keep the Council updated with administration strategies, short and long term plan .

<b><u>Who we are working with</u> - - - →</b>	
<b>(Partners)</b>	
Washtenaw County	
Local, State and Federal Government	
Investors	
Ann Arbor Spark	
Financial Institution	

**CITY OF YPSILANTI  
ADMINISTRATIVE SERVICES  
COMMUNITY DEVELOPMENT BLOCK GRANT FUND 252  
REVENUES**

CDBG FUND Dept: 000 REVENUES		Actual 2007/2008	Original Budget 2008/2009	Amended Budget 2008/2009	Original Budget 2009/2010	Amended Budget 2009/2010
<b>Acct. No.</b>	<b>Acct. Description</b>					
589-00	WATER ST-CDBG	-	-	-		
589-02	LABELLE-RIVERSIDE PARK WLINK	-	-	-		
592-19	CDBG-INFRASTRUCTURE GRANT	-	-	-	-	-
664-00	INTEREST EARNINGS	777	20	100	24	24
676-05	CONTRIBUTIONS FROM GENERAL FUND	50,000	50,000	150,000	50,000	125,000
698-00	MISCELLANEOUS REVENUE	1,250	1,250	1,200		
<b>TOTAL REVENUE</b>		<b>52,027</b>	<b>51,270</b>	<b>151,300</b>	<b>50,024</b>	<b>125,024</b>

**CITY OF YPSILANTI  
ADMINISTRATIVE SERVICES  
COMMUNITY DEVELOPMENT BLOCK GRANT FUND 252  
EXPENDITURE ANALYSIS**

CDBG FUND Dept: ALL		Actual 2007/2008	Original Budget 2008/2009	Amended Budget 2008/2009	Original Budget 2009/2010	Amended Budget 2009/2010
<b>Acct. No.</b>	<b>Acct. Description</b>					
709-00	OVERTIME			462		
714-00	FRINGE BENEFITS			35		
775-00	REPAIR AND MAINTENANCE SUPPLY			703		
819-52	WATER STREET - DEBG 4/20/2006	3,000	-	-	-	-
819-54	WATER STREET PROFESSIONAL	47,605	50,000	150,000	50,000	125,000
<b>SUB-TOTAL WATER SREET</b>		<b>50,605</b>	<b>50,000</b>	<b>151,200</b>	<b>50,000</b>	<b>125,000</b>

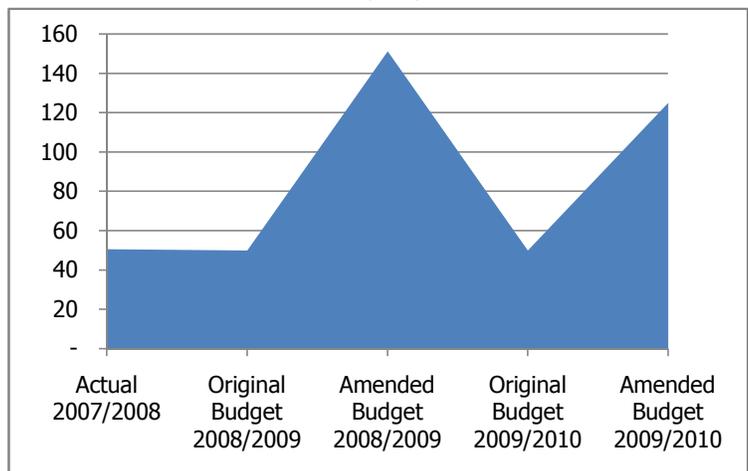
965-01	CONT TO GEN FUND - PUBLIC IMPROVE					
965-08	CONTRIBUTION TO SIDEWALK					
965-04	CONTRIBUTION TO CAPITAL					
<b>SUB-TOTAL TRANSFERS &amp; CONTRIBUT</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>GRAND TOTAL</b>		<b>50,605</b>	<b>50,000</b>	<b>151,200</b>	<b>50,000</b>	<b>125,000</b>

<b>REVENUES MINUS EXPENDITURES</b>	<b>1,423</b>	<b>1,270</b>	<b>100</b>	<b>24</b>	<b>24</b>
------------------------------------	--------------	--------------	------------	-----------	-----------

VARIANCE ANALYSIS:

Increased contribution from General Fund to pay for Water Street professional fees.

**CDBG FUND EXPENSE ANALYSIS  
IN (000)**



# POLICE SERVICES

505 W. Michigan Ave, Ypsilanti, MI 48197  
Phone: (734) 483-9510 Fax: (734)483-7060

## DEPARTMENT DESCRIPTION:

The Police Department's Special Revenue Fund does not cover the total cost of any employee (FTE), but rather covers various equipment purchases and operational costs related to narcotics enforcement, dispatch and special operations. For example, drug forfeiture funds cover officers' overtime for narcotics arrests, investigations and court hearings. PSAP funds cover dispatch monitors, computers, telephone equipment, etc.

## Police Special Revenue Fund

### Our Mission

Working in partnership with the community, the members of the Ypsilanti Police Department are dedicated to improving the quality of life and providing a safe environment within the community and the organization.

### Our Vision

To maintain and deliver the services of a full service community policing organization that practices the philosophy of community policing.

### How We Are Structured

See above  
description

<b>POLICE</b>	<b>SERVICES WE PROVIDE (PROGRAMS)</b>
Police Special Revenue Fund	<p>The special revenue fund accounts for the Drug Forfeiture, Public Safety Answering Point (PSAP), and Special Operations revenue that the city receives annually.</p> <p>Drug forfeiture funds can only be expended for police operations and equipment that can be tied to the enhancement of narcotics enforcement in the city. PSAP funds can only be expended for dispatch operations and equipment. Special operations funds can be expended for the broader police operation, but the amount of revenue received annually is very small and inconsistent compared to drug forfeiture and PSAP revenues.</p>

**CITY OF YPSILANTI  
POLICE SERVICES  
POLICE SPECIAL REVENUE FUND 265  
REVENUES**

Fund: 265 POLICE SPECIAL REVENUE FUND REVENUES		Actual	Original	Amended	Original	Amended
Dept: 000 REVENUES		2007/2008	Budget	Budget	Budget	Budget
Acct. No.	Acct. Description		2008/2009	2008/2009	2009/2010	2009/2010
567-00	GRANT 911-PSAP	80,911	65,000	118,195	65,000	80,000
573-01	BULLETPROOF VEST PROGRAM	-				2,000
659-00	DRUG FORFEITURE	38,927	5,000	16,000	5,000	5,000
664-00	INTEREST EARNINGS	41,741	10,080	15,000	12,096	12,096
689-00	SPECIAL OPERATIONS	-	2,500	-	2,500	-
699-00	APPROPRIATION FUND BALANCE	-	72,950	75,187	56,862	81,344
<b>DRUG FORFEITURE TOTAL REVENUES</b>		<b>161,579</b>	<b>155,530</b>	<b>224,382</b>	<b>141,458</b>	<b>180,440</b>

**CITY OF YPSILANTI  
POLICE SERVICES  
POLICE SPECIAL REVENUE FUND 265  
EXPENDITURE ANALYSIS**

GENERAL FUND		Actual	Original	Amended	Original	Amended
Dept: 265 Drug Forfeiture		2007/2008	Budget	Budget	Budget	Budget
Acct. No.	Acct. Description		2008/2009	2008/2009	2009/2010	2009/2010
709-00	OVERTIME WAGES	23,667	25,575	50,575	26,342	53,842
714-00	FRINGE BENEFITS	343	383	1,383	394	1,549
<b>SUB-TOTAL SALARIES, WAGES &amp; FRINGES</b>		<b>24,010</b>	<b>25,958</b>	<b>51,958</b>	<b>26,736</b>	<b>55,391</b>
757-00	OPERATING SUPPLIES	3,721	5,000	5,000	5,000	5,000
805-00	SPECIAL OPERATIONS	-	1,500	1,500	1,500	1,500
818-10	INFORMANT FEES	-	2,000	2,000	2,000	2,000
955-00	MISCELLANEOUS	8,107	13,000	13,000	13,500	13,500
<b>SUB-TOTAL PROGRAM COSTS</b>		<b>11,828</b>	<b>21,500</b>	<b>21,500</b>	<b>22,000</b>	<b>22,000</b>
965-04	CONTRIBUTION TO CAPITAL	111,607	108,072	122,092	92,722	70,949
965-06	CONTRIBUTION TO GRANTS	-	-	24,000	-	24,000
<b>SUB-TOTAL TRANSFERS &amp; CONTRIBUTIONS</b>		<b>111,607</b>	<b>108,072</b>	<b>146,092</b>	<b>92,722</b>	<b>94,949</b>
<b>GRAND TOTAL</b>		<b>147,445</b>	<b>155,530</b>	<b>219,550</b>	<b>141,458</b>	<b>172,340</b>

<b>REVENUES MINUS EXPENDITURES</b>	<b>14,134</b>	<b>-</b>	<b>4,832</b>	<b>-</b>	<b>8,100</b>
------------------------------------	---------------	----------	--------------	----------	--------------

<b>FUND BALANCE</b>					
FUND BALANCE-BEGINNING OF YEAR	907,748	921,882	921,882	851,527	851,527
NET CHANGE THIS PERIOD	14,134	-	4,832	-	8,100
FUND BALANCE USED		(72,950)	(75,187)	(56,862)	(81,344)
<b>FUND BALANCE-END OF YEAR</b>	<b>921,882</b>	<b>848,932</b>	<b>851,527</b>	<b>794,665</b>	<b>778,283</b>

	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	FY 2009-10
<b>STAFFING</b>	<b>Actual</b>	<b>Original Budget</b>	<b>Amended Budget</b>	<b>Original Budget</b>	<b>Amended Budget</b>
DRUG FORFEITURE	0.00	0.00	0.00	0.00	0.00
<b>TOTAL - DRUG FORFEITURE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

VARIANCE ANALYSIS:

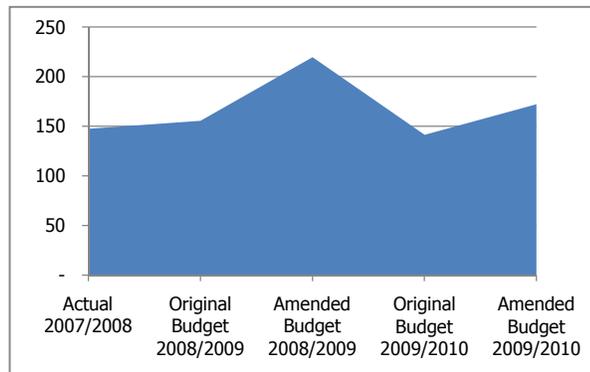
Unanticipated increase in revenues due to distribution of 9-1-1 technology funds.

\$25,000 was added to cover dispatch overtime.

An Appropriation of the Drug Forfeiture fund balance is needed to cover the decrease in LАWNET funding.

PSAF funding was used to pay for DPS phone system.

**DRUG FORFEITURE FUND  
IN (000)**



# Downtown Development Authorities

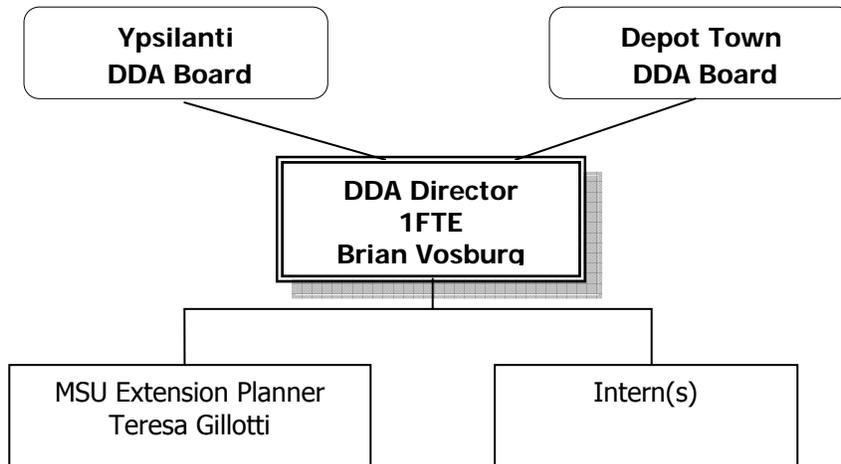
30 North Washington  
 Phone: (734) 482-1410 Fax: (734) 961-3204

## DEPARTMENT DESCRIPTION:

The Downtown Development Authority works to coordinate and promote development efforts in the downtown and Depot Town districts through infrastructure improvements & maintenance, coordinated management of the district, and assistance to business owners, property owners and developers.

<b>Our Mission</b>	<b>Our Vision</b>
To provide economic development services that create vibrant, mixed use downtowns	To see vibrant, mixed use downtowns

## How We Are Structured



\*FTE = Full Time Employee

DOWNTOWN & DEPOT TOWN	SERVICES WE PROVIDE (PROGRAMS)
Business Owner Technical Assistance	Provide technical assistance and referrals to appropriate information sources and professionals.
Site Selection	Provide assistance and information to businesses interested in locating downtown or Depot Town
Strategic Planning	Create strategic plans for downtown and Depot Town

Marketing	Provide technical assistance with marketing. Also provide direct marketing of the downtown.
Infrastructure	Plan and fund streetscape improvements, maintenance of the streetscape, and flowers.
Incentives & Tax Abatements	Waste Hauling, grant programs, information and technical assistance with tax abatements and incentives.

<b><u>What We Do</u></b> - - - - - ▶ <b>(Process and Activities)</b>	<b><u>What We Produce</u></b> - - - - - ▶ <b>(Outputs)</b>
Streetscape Improvements	Streetscapes that improve vehicle and pedestrian safety as well as economic development and the environment.
Waste Hauling	Pay for waste hauling services for select blocks of downtown
Business assistance	Provide technical assistance, information, funding and networking for business and property owners
Infrastructure maintenance	Repair and maintain streetscape
Flowers and beautification	Design, install and maintain flowers and plant materials in the downtown and Depot Town areas. Provide & install holiday decorations & banners for both areas.
Management & networking	Provide management, coordination, communication and networking for activities and improvements for the downtown and Depot Town areas.
Economic development	Provide services and projects that improve the economic climate and tax base of the City, downtown & Depot Town.

<b><u>Who We Serve</u></b> - - - - - ▶ <b>(Customers)</b>	<b><u>What We Are Accomplishing</u></b> <b>(Outcomes)</b>
Existing Business and/or Property Owners	Provide information, technical assistance and professional services
Potential Business and/or Property Owners	Provide information, technical assistance and professional services

<b><u>Who we are working with</u> - - - - -&gt;</b>	
<b>(Partners)</b>	
(Type in Partner here and under)	(Type in Outcomes here and under)
Downtown Association of Ypsilanti	Networking, Mutually Beneficial Projects/Services
Depot Town Association	Networking, Mutually Beneficial Projects/Services, Project Funding Assistance
Depot Town Community Development Corporation	Networking, Mutually Beneficial Projects/Services, Project Funding Assistance
Ypsilanti Area Chamber of Commerce	Networking, New Business Leads, Existing Business Assistance
Riverside Arts Center Foundation	Operation of Riverside Arts Center, revitalization initiatives
Pear, Sperling, Egan & Daniels	DDA Attorney
Washtenaw County - Planning & Environment	Assistance with planning & development initiatives, MSU Extension Planner/Educator funding
Washtenaw County – Community Development	Assistance with planning & development initiatives
Washtenaw County – Public Health	Alternative commuting planning
Washtenaw County – Administration	Eastern Leaders Group, SPARK East Incubator
Eastern Michigan University	Marketing Dept & Student Interns
University of Michigan	Student Interns & Student Projects
Wayne State University	Student Interns
Michigan Suburbs Alliance	Interns & Technical Assistance
MSU Extension Service - Washtenaw County	MSU Extension Planner/Educator
Michigan State Housing Development Authority	Funding assistance, technical assistance
Michigan Department of Transportation	Funding assistance, technical assistance
City of Ypsilanti	Assistance & coordination with Planning & Development, Economic Development, Building, DPW, Police, Manager's Office & Finance Departments
Ypsilanti Area Convention & Visitor's Bureau	Assistance with marketing & public relations efforts, funding assistance

**CITY OF YPSILANTI  
DEPOT TOWN DOWNTOWN DEVELOPMENT AUTHORITY Fund 275  
REVENUES**

Fund: 275 DEPOT TOWN DDA Revenues		Actual	Original	Amended	Original	Amended
Dept: 000 DEPOT TOWN DDA REVENUES		2007/2008	2008/2009	2008/2009	2009/2010	2009/2010
Acct. No.	Acct. Description					
403-00	CURRENT PROPERTY TAXES	15,864	15,631	16,104	15,631	15,976
403-02	INTEREST ON CURRENT TAXES	77	25	25	25	25
403-10	CURRENT TIFA TAXES	65,314	60,675	66,763	60,675	64,509
403-11	CURRENT TIFA TAXES-WEST CROSS	56,536	54,930	60,643	54,930	58,051
404-06	OPRA REIMB-THOMPSON BLOCK	-	1,832	1,832	1,832	1,832
405-00	DELINQUENT PERSONAL PROPERTY	126	25	45	25	25
405-03	INTEREST ON DELINQUENT TAXES	45	5	13	5	5
664-00	INTEREST EARNINGS	7,858	600	3,500	720	720
699-00	APPROPRIATIONS FUND BALANCE	-	37,576	5,480	-	35,124
699-03	APPROPRIATION FUND BALANCE-WC	-	-	33,193	-	47,570
<b>DEPOT TOWN DDA REVENUES TOTAL</b>		<b>145,820</b>	<b>171,299</b>	<b>187,598</b>	<b>133,843</b>	<b>223,837</b>

**CITY OF YPSILANTI  
DEPOT TOWN DOWNTOWN DEVELOPMENT AUTHORITY Fund 275  
EXPENDITURE ANALYSIS**

Dept: 275 DTDDA		Actual	Original	Amended	Original	Amended
		2007/2008	2008/2009	2008/2009	2009/2010	2009/2010
Acct. No.	Acct. Description					
706-00	PERMANENT WAGES-SALARIES	-	0	0	0	20,000
707-00	TEMPORARY WAGES	2,163	6,000	8,525	6,250	-
714-00	FRINGE BENEFITS	166	1,500	900	1,600	-
<b>SUB-TOTAL SALARIES, WAGES &amp; FRING</b>		<b>2,329</b>	<b>7,500</b>	<b>9,425</b>	<b>7,850</b>	<b>20,000</b>

728-00	OFFICE SUPPLIES	-	-	-	-	500
730-00	POSTAGE	-	225	225	250	250
757-00	OPERATING SUPPLIES	1,081	700	700	725	725
775-00	REPAIR AND MAINTENANCE SUPPLY	-	-	-	-	1,000
807-00	AUDIT FEES	618	401	401	401	401
818-00	OUTSIDE SERVICES	-	500	500	525	525
826-10	LEGAL SERVICES	460	2,000	2,000	2,000	2,000
853-00	TELEPHONE	-	-	-	-	800
864-00	CONFERENCES AND WORKSHOPS	-	-	-	-	1,000
900-00	PRINTING AND PUBLISHING	170	1,500	1,500	1,545	1,545
940-00	RENT	-	-	-	-	6,000
958-00	MEMBERSHIPS AND DUES	160	150	160	150	150
<b>SUB-TOTAL OPERATING COSTS</b>		<b>2,489</b>	<b>5,476</b>	<b>5,486</b>	<b>5,596</b>	<b>14,896</b>

974-00	TIFA PROJECTS	18,249	46,486	39,744	47,881	58,629
974-03	TIF WEST CROSS DEV AREA	3,496	91,075	81,580	40,000	102,500
<b>SUB-TOTAL TIFA PROJECTS</b>		<b>21,745</b>	<b>137,561</b>	<b>121,324</b>	<b>87,881</b>	<b>161,129</b>

991-00	PRINCIPAL	12,804	13,460	13,460	14,290	14,290
995-00	INTEREST	7,708	7,052	7,052	6,222	6,222
<b>SUB-TOTAL DEBT RETIREMENT</b>		<b>20,512</b>	<b>20,512</b>	<b>20,512</b>	<b>20,512</b>	<b>20,512</b>

965-03	CONTRIBUTION TO DDA	11,770	250	12,965	275	-
<b>SUB-TOTAL TRANSFERS &amp; CONTRIBUTIONS</b>		<b>11,770</b>	<b>250</b>	<b>12,965</b>	<b>275</b>	<b>-</b>
<b>GRAND TOTAL</b>		<b>58,845</b>	<b>171,299</b>	<b>169,712</b>	<b>122,114</b>	<b>216,537</b>

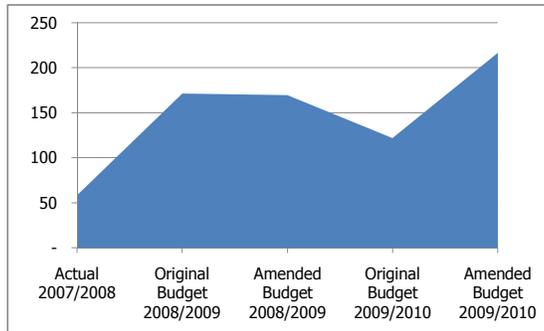
<b>REVENUES MINUS EXPENDITURES</b>	<b>86,975</b>	<b>-</b>	<b>17,886</b>	<b>11,729</b>	<b>7,300</b>
------------------------------------	---------------	----------	---------------	---------------	--------------

	FY 2007-08 Actual	FY 2008-09 Original Budget	FY 2008-09 Amended Budget	FY 2009-10 Original Budget	FY 2009-10 Amended Budget
<b>STAFFING</b>					
DEPOT TOWN DDA	1.00	1.00	1.00	1.00	1.00
<b>TOTAL - DEPOT TOWN DDA</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>

**VARIANCE ANALYSIS:**

Presented for FY 09/10 are two budgets: one budget based on current joint DDA operations where the two DDAs share Director time and office expenses. The other budget is based on the DTDDA obtaining their own part-time Director separate from the YDDA and having an office separate from the YDDA. These two budgets were based on the potential of the YDDA deciding to have a FT Director just for downtown as part of the MSHDA Select Main St. Program. In the end the YDDA decided to maintain the existing arrangement of a shared Director for one more year. The budget that will be adopted by the DTDDA board will likely be based on the shared Director budget.

**DEPOT TOWN DOWNTOWN DEV AUTH. EXPENSES  
IN (000)**



**CITY OF YPSILANTI  
DOWNTOWN DEVELOPMENT AUTHORITY 413  
CITY OF YPSILANTI**

<b>Fund: 413 DOWNTOWN DEVELOPMENT REVENUES</b>		<b>Actual</b>	<b>Original</b>	<b>Amended</b>	<b>Original</b>	<b>Amended</b>
<b>Dept: 000 REVENUES</b>		<b>2007/2008</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
<b>Acct. No.</b>	<b>Acct. Description</b>		<b>2008/2009</b>	<b>2008/2009</b>	<b>2009/2010</b>	<b>2009/2010</b>
403-00	CURRENT PROPERTY TAXES	33,638	34,289	30,943	34,289	30,615
403-02	INTEREST ON CURRENT TAXES	447	75	75	75	75
403-10	CURRENT TIFA TAXES	313,959	313,959	314,016	313,959	313,959
404-05	OPRA REIMB-200,206,208 MI AVE	2,599	2,599	2,599	2,599	2,599
404-07	OPRA REIMB-211,213,215 MI AVE		2,267	2,267	2,267	2,267
405-00	DELINQUENT PERSONAL PROPERTY	853	100	330	100	100
405-03	INTEREST ON DELINQUENT TAXES	79	35	38	35	35
405-04	DELINQUENT TIFA TAXES	2,600	-	-		
561-02	RAC ELEVATOR CONSTRUCTION/MEDC	39,051	78,350	444,649		
561-03	RAC ELEVATOR-DDA MATCH (413)			25,000		
561-12	MEDC CORE COM GRANT-WATER ST	-	163,500	163,500		
561-13	MSHDA FAÇADE GRANT PROGRAM			25,000		25,000
664-00	INTEREST EARNINGS	12,802	800	4,000	960	960
676-15	CONTRIBUTION FR DEPOT TOWN DDA	11,770	250	12,965	275	-
698-00	MISCELLANEOUS REVENUE	1,281	300	9,064	300	300
699-01	APPROPRIATION FUND BALANCE -TIF	-	90,404	-	-	-
699-02	APPROPRIATION FUND BALANCE -OP	-	-	8,639	105,324	101,787
	<b>DOWNTOWN DDA REVENUES</b>	<b>419,079</b>	<b>686,928</b>	<b>1,043,085</b>	<b>460,183</b>	<b>477,697</b>

**CITY OF YPSILANTI  
DOWNTOWN DEVELOPMENT AUTHORITY FUND 413  
EXPENDITURE ANALYSIS**

EXPENDITURES		Actual	Original	Amended	Original	Amended
413 DOWNTOWN DEVELOPMENT AUTH		2007/2008	2008/2009	2008/2009	2009/2010	2009/2010
Acct. No.	Acct. Description					
706-00	PERMANENT WAGES - SALARIES	43,386	44,233	44,558	45,560	45,894
707-00	TEMPORARY WAGES	5,000	11,000	11,000	11,000	11,180
714-00	FRINGE BENEFITS	19,265	21,824	17,786	24,035	19,285
<b>SUB-TOTAL SALARIES, WAGES &amp; FRINGES</b>		<b>67,651</b>	<b>77,057</b>	<b>73,344</b>	<b>80,595</b>	<b>76,359</b>

728-00	OFFICE SUPPLIES	641	500	750	500	750
730-00	POSTAGE	118	250	250	250	250
757-00	OPERATING SUPPLIES	433	350	350	375	375
775-00	REPAIR & MAINTENANCE SUPPLY	150	500	1,600	500	1,600
807-00	AUDIT FEES	2,078	1,349	1,349	1,349	1,426
818-00	OUTSIDE SERVICES	1,239	17,263	5,600	17,781	3,400
818-40	FAÇADE GRANT PROGRAM	-	-	25,000	-	25,000
822-10	GENERAL LIABILITY INSURANCE	2,826	3,109	2,436	3,420	2,557
826-10	LEGAL SERVICES	4,121	2,500	6,000	2,500	5,200
853-00	TELEPHONE	1,652	1,421	1,421	1,464	1,440
864-00	CONFERENCES AND WORKSHOPS	664	1,200	2,159	1,200	4,000
900-00	PRINTING AND PUBLISHING	786	2,000	2,000	2,000	2,000
940-00	RENT	8,898	7,183	7,183	7,398	7,800
954-00	MARKETING	3,781	20,000	20,000	20,000	-
957-00	BOOKS MAGAZINES AND PERIODICALS	267	192	200	198	225
958-00	MEMBERSHIPS AND DUES	539	1,000	1,000	1,000	1,500
<b>SUB-TOTAL OPERATING COSTS</b>		<b>28,193</b>	<b>58,817</b>	<b>77,298</b>	<b>59,935</b>	<b>57,523</b>

972-00	DESIGN ENGINEERING - RAC ELEVATOR	1,587	-	3,630	-	-
973-00	CONSTRUCTION - RAC ELEVATOR	42,149	241,850	574,218	-	-
<b>SUB-TOTAL TIFA PROJECTS/GRANTS</b>		<b>43,736</b>	<b>241,850</b>	<b>577,848</b>	<b>-</b>	<b>-</b>

965-17	DEBT SERVICE 2004A BONDS (FUND 473)	69,825	73,580	73,805	77,355	77,355
974-00	TIFA PROJECTS	108,402	160,814	165,980	165,638	189,800
991-00	PRINCIPAL	50,000	50,000	50,000	55,000	55,000
995-00	INTEREST	27,510	24,410	24,410	21,260	21,260
999-00	PAYING AGENT FEES	400	400	400	400	400
<b>SUB-TOTAL DEBT RETIREMENT</b>		<b>256,137</b>	<b>309,204</b>	<b>314,595</b>	<b>319,653</b>	<b>343,815</b>
<b>GRAND TOTAL</b>		<b>395,717</b>	<b>686,928</b>	<b>1,043,085</b>	<b>460,183</b>	<b>477,697</b>

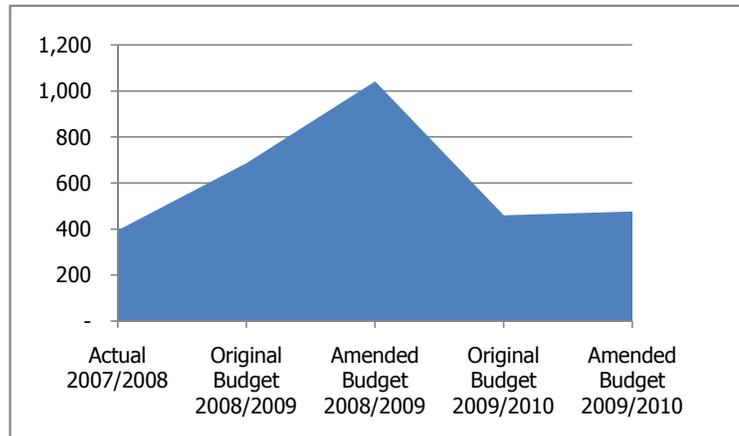
<b>REVENUES MINUS EXPENDITURES</b>	<b>23,362</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
------------------------------------	---------------	----------	----------	----------	----------

	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	FY 2009-10
	Actual	Original	Amended	Original	Amended
<b>STAFFING</b>					
DOWNTOWN	1.00	1.00	1.00	1.00	1.00
<b>TOTAL - DOWNTOWN DEVELOPMENT</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>

**VARIANCE ANALYSIS:**

The big reason for the jump in revenues and expenses is due to two grant programs: the RAC Elevator (by far the biggest) as well as the MSHDA façade grant program. Neither of these grants were confirmed at the time of budgeting for the FY 08-09 budget. The RAC Elevator will be completed and closed in FY 08-09.

**DOWNTOWN DEVELOPMENT AUTHORITY EXPENSES  
IN (000)**



**CITY OF YPSILANTI  
2004A SERIES DDA CONSTRUCTION FUND 473  
CITY OF YPSILANTI**

Fund: 473 2004 A SERIES DDA CONS		Actual	Original	Amended	Original	Amended
REVENUES		2007/2008	Budget	Budget	Budget	Budget
Dept: 000 REVENUES			2008/2009	2008/2009	2009/2010	2009/2010
Acct. No.	Acct. Description					
664-00	INTEREST EARNINGS	1,952	200	200	240	-
665-00	APPRECIATION OF FAIR VALUE	-	-	-	-	-
676-16	CONTRIBUTION FROM DOWNTOWN DDA	69,825	73,805	73,805	77,580	77,580
699-00	APPROPRIATIONS FUND BALANCE			95,153		
<b>TOTAL 2004A DDA CONST REVENUE</b>		<b>71,777</b>	<b>74,005</b>	<b>169,158</b>	<b>77,820</b>	<b>77,580</b>

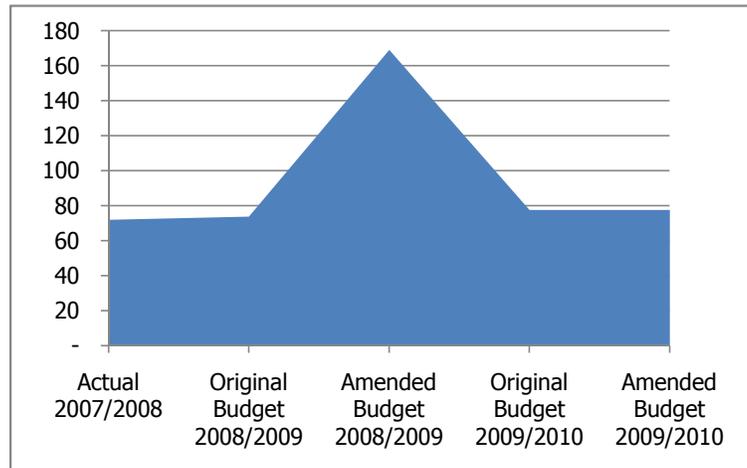
**CITY OF YPSILANTI  
2004A SERIES DDA \$995,000 BOND FUND 473  
EXPENDITURE ANALYSIS**

EXPENSES		Actual	Original	Amended	Original	Amended
Dept:		2007/2008	Budget	Budget	Budget	Budget
900 DEBT SERVICE			2008/2009	2008/2009	2009/2010	2009/2010
Acct. No.	Acct. Description					
818-00	CONTRACTUAL SERVICES	2,100	-	95,353	-	-
991-00	PRINCIPAL	30,000	35,000	35,000	40,000	40,000
995-00	INTEREST	39,600	38,580	38,580	37,355	37,355
999-00	PAYING AGENT FEES	225	225	225	225	225
<b>SUB-TOTAL DEBT SERVICE</b>		<b>71,925</b>	<b>73,805</b>	<b>169,158</b>	<b>77,580</b>	<b>77,580</b>
<b>GRAND TOTAL</b>		<b>71,925</b>	<b>73,805</b>	<b>169,158</b>	<b>77,580</b>	<b>77,580</b>
<b>REVENUES MINUS EXPENDITURES</b>		<b>(148)</b>	<b>200</b>	<b>-</b>	<b>240</b>	<b>-</b>

**VARIANCE ANALYSIS:**

The increase in spending of funds for this account is due to the N. & S. Huron Streetscape/Parking Lot project finally closing out. All construction and professional services are expected to be finished by the end of the current financial year. All funds being expended are from existing bond funds budgeted in previous FY for this purpose but not spent due to project delays.

**2004A SERIES DDA \$995,000 BOND EXPENSES  
IN (000)**



# ADMINISTRATIVE SERVICES

One South Huron Street, Ypsilanti, MI 48197  
 Phone: (734) 483-1105 Fax: (734)482-7784

**DEPARTMENT DESCRIPTION:**

Brownfield Redevelopment Authority fulfills duties prescribed by the Brownfield Redevelopment Financing Act of the State of Michigan. The board meets as needed.

## BROWNFIELD REDEVELOPMENT AUTHORITY

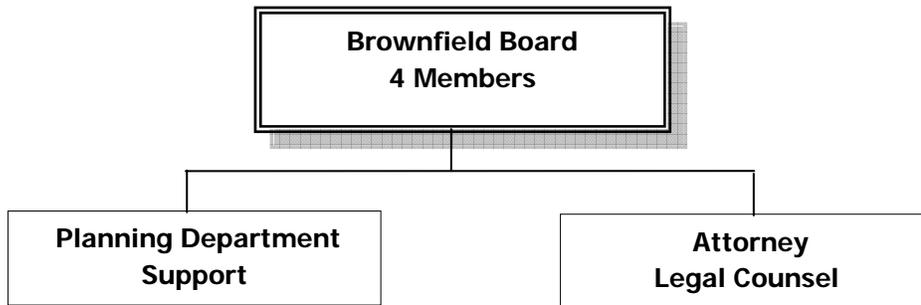
**Our Mission**

To maintain and improve the quality of life in the City of Ypsilanti by providing excellent

**Our Vision**

To have a clean and healthy environment and to improve tax base by redevelopment of contaminated properties in the City.

**How We Are Structured**



BROWNFIELD REDEVELOPMENT	SERVICES WE PROVIDE (PROGRAMS)
Brownfield Redevelopment	Facilitating coordinated, sustainable development practices in the City.

What We Do -----▶ (Process and Activities)	What We Produce -----▶ (Outputs)
Administer Brownfield Revolving Loan Fund Grant	Loans and grants for environmental cleanup activities related to Brownfield projects
Facilitate Brownfield Redevelopment projects within the City of Ypsilanti	Tax Increment Financing and SBT credit Brownfield Plans for local government/developers

CITY OF YPSILANTI 2008 – 2009 ANNUAL BUDGET

<b><u>Who We Serve</u>    - - - - - ▶</b>	<b><u>What We Are Accomplishing</u></b>
<b>(Customers)</b>	<b>(Outcomes)</b>
Developers	Redevelop contaminated sites to increase tax base.
Citizens of Ypsilanti	Educate community regarding important brownfield redevelopment issues.
City Council	Address redevelopment issues in a coordinated and proactive manner

<b><u>Who we are working with</u>    - - - - - ▶</b>	
<b>(Partners)</b>	
MDEQ	WATS
MEDC	Washtenaw County
MEDA	Developers
SHPO	Citizens of Ypsilanti

**CITY OF YPSILANTI  
ADMINISTRATIVE SERVICES  
BROWNFIELD DEVELOPMENT FUND 399  
REVENUES**

Fund: 399 BROWNFIELD REDEVEL AUTH REVENUES Dept: 000 REVENUES		Actual 2007/2008	Original Budget 2008/2009	Amended Budget 2008/2009	Original Budget 2009/2010	Amended Budget 2009/2010
Acct. No.	Acct. Description					
403-12	TIFA-PENN PARK APTS	599,777	577,354	573,433	-	-
664-00	INTEREST EARNINGS	4,917	200	1,300	240	240
668-21	HURON TRADE CTR OPERATING REVE	-	-	-	-	-
699-00	APPROPRIATIONS FUND BALANCE	-	-	-	471	471
<b>TOTAL BROWNFIELD REDEV REVENUE</b>		<b>604,694</b>	<b>577,554</b>	<b>574,733</b>	<b>711</b>	<b>711</b>

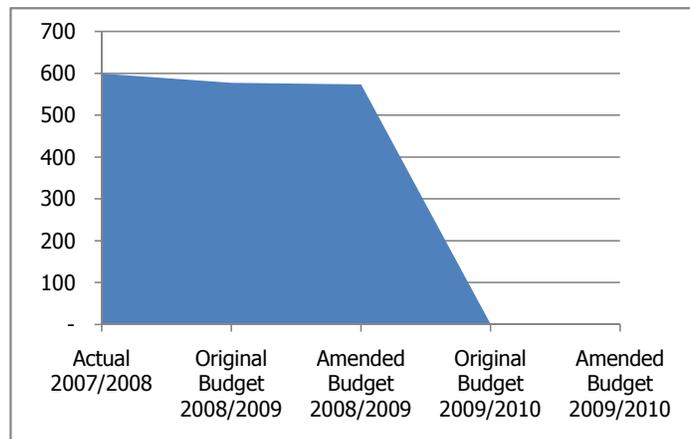
**CITY OF YPSILANTI  
ADMINISTRATIVE SERVICES  
BROWNFIELD DEVELOPMENT FUND 399  
EXPENDITURE ANALYSIS**

EXPENSES Dept: 399 BROWNFIELD REDEVEL AUTH		Actual 2007/2008	Original Budget 2008/2009	Amended Budget 2008/2009	Original Budget 2009/2010	Amended Budget 2009/2010
Acct. No.	Acct. Description					
<b>804 TIFA PROJECTS</b>						
807-00	AUDIT FEES	789	711	711	711	711
818-81	PEN PARK BROWNFIELD SUPPORT	590,295	304,681	402,218	-	-
<b>SUB-TOTAL TIFA PROJECTS</b>		<b>591,084</b>	<b>305,392</b>	<b>402,929</b>	<b>711</b>	<b>711</b>
<b>967 TRANSFERS &amp; CONTRIBUTIONS</b>						
965-01	CONT TO GEN FUND - PUBLIC IMPROVE	8,693	8,568	8,967	-	-
965-41	TRANSFERS TO TAXING AUTHORITIES	-	263,394	162,248	-	-
<b>SUB-TOTAL TRANSFERS &amp; CONTRIBUTIONS</b>		<b>8,693</b>	<b>271,962</b>	<b>171,215</b>	<b>-</b>	<b>-</b>
<b>GRAND TOTAL</b>		<b>599,777</b>	<b>577,354</b>	<b>574,144</b>	<b>711</b>	<b>711</b>
<b>REVENUES MINUS EXPENDITURES</b>		<b>4,917</b>	<b>200</b>	<b>589</b>	<b>-</b>	<b>-</b>

VARIANCE ANALYSIS:

TIF reimbursement is paid off in fy 2008/09.

**BROWNFIELD DEVELOPMENT FUND EXPENSES  
IN (000)**



# ADMINISTRATIVE SERVICES

One South Huron Street, Ypsilanti, MI 48197  
 Phone: (734) 483-1105 Fax: (734)482-7784

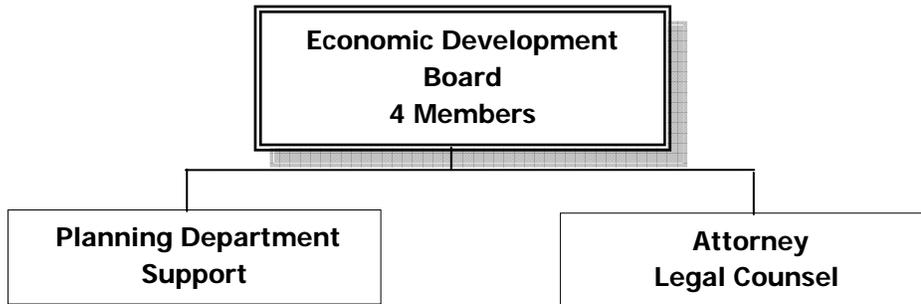
**DEPARTMENT DESCRIPTION:**

The Economic Development Corporation guides economic development activities. The board meets as needed.

## ECONOMIC DEVELOPMENT CORPORATION

<p style="text-align: center;"><b>Our Mission</b></p> <p>To maintain and improve the quality of life in the City of Ypsilanti by providing excellent</p>	<p style="text-align: center;"><b>Our Vision</b></p> <p>To maintain our unique character including vibrant and diverse community, clean and healthy environment and to improve tax base by redevelopment of properties in the City.</p>
--	---

**How We Are Structured**



ECONOMIC DEVELOPMENT CORP.	SERVICES WE PROVIDE (PROGRAMS)
Development	Facilitating coordinated, sustainable development practices in the City.

What We Do -----▶ (Process and Activities)	What We Produce -----▶ (Outputs)
Conduct meeting	Present and solve issues on projects.
Approve Budget	Accurate budget for Economic Development Corporation.

<b><u>Who We Serve</u>    - - - - - ▶</b>	<b><u>What We Are Accomplishing</u></b>
<b>(Customers)</b>	<b>(Outcomes)</b>
Developers	Redevelop property to increase tax base.
Citizens of Ypsilanti	Educate community regarding important economic development in the City.
City Council	Address development issues in a coordinated and proactive manner

<b><u>Who we are working with</u>    - - - - - ▶</b>	
<b>(Partners)</b>	
Washtenaw County MDEQ	
Developers MEDC	
MEDC	
SHPO	
Citizens of Ypsilanti	

**CITY OF YPSILANTI  
ADMINISTRATIVE SERVICES  
ECONOMIC DEVELOPMENT CORPORATION 415  
REVENUES**

Fund: 415 ECONOMIC DEV CORP REVENUES		Actual	Original	Amended	Original	Amended
Dept: 000 REVENUES		2007/2008	Budget	Budget	Budget	Budget
Acct. No.	Acct. Description		2008/2009	2008/2009	2009/2010	2009/2010
664-00	INTEREST EARNINGS	7,530	1,600	2,300	1,920	1,920
699-00	APPROPRIATIONS FUND BALANCE		1,344	632	1,082	1,155
<b>TOTAL REVENUE</b>		<b>7,530</b>	<b>2,944</b>	<b>2,932</b>	<b>3,002</b>	<b>3,075</b>

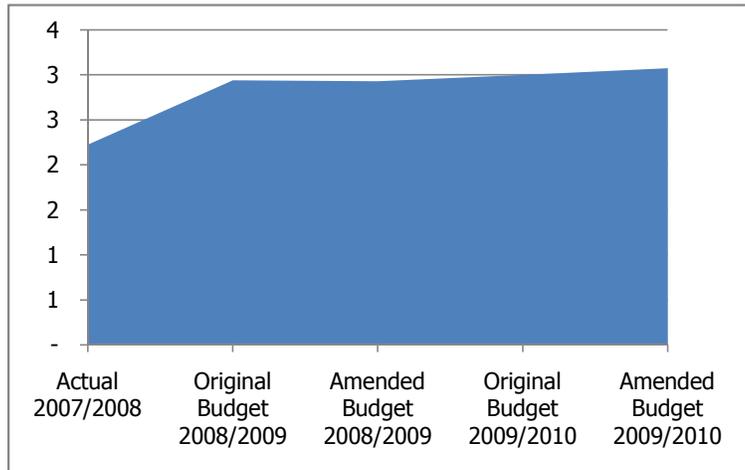
**CITY OF YPSILANTI  
ADMINISTRATIVE SERVICES  
ECONOMIC DEVELOPMENT CORPORATION 415  
EXPENDITURE ANALYSIS**

Fund: 415 ECONOMIC DEV CORP EXPENSES		Actual	Original	Amended	Original	Amended
Dept: 803 EDC		2007/2008	Budget	Budget	Budget	Budget
Acct. No.	Acct. Description		2008/2009	2008/2009	2009/2010	2009/2010
807-00	AUDIT FEES	1,267	1,000	1,000	1,000	1,100
958-00	MEMBERSHIPS AND DUES	960	1,432	1,432	1,475	1,475
960-00	PROFESSIONAL DEVELOPMENT	-	512	500	527	500
<b>SUB-TOTAL OPERATING EXPENSES</b>		<b>2,227</b>	<b>2,944</b>	<b>2,932</b>	<b>3,002</b>	<b>3,075</b>
<b>GRAND TOTAL</b>		<b>2,227</b>	<b>2,944</b>	<b>2,932</b>	<b>3,002</b>	<b>3,075</b>
<b>REVENUES MINUS EXPENDITURES</b>		<b>5,303</b>	<b>0</b>	<b>(0)</b>	<b>(0)</b>	<b>(0)</b>

VARIANCE ANALYSIS:

No Variance

**ECONOMIC DEVELOPMENT FUND EXPENDITURES  
IN (000)**



**CITY OF YPSILANTI  
ADMINISTRATIVE SERVICES  
LAND REVOLVING FUND 412  
REVENUES**

Fund: 412 LAND REVOLVING REVENUES		Actual	Original	Amended	Original	Amended
Dept: 000 REVENUES		2007/2008	Budget 2008/2009	Budget 2008/2009	Budget 2009/2010	Budget 2009/2010
Acct. No.	Acct. Description					
580-02	NEIGHBORHOOD STABILIZATION GRANT	-	-	-	-	250,000
592-13	MDEQ CMI LOAN PROJ #56	-	500,000	-		
592-15	WC/EPA/BRA GRANT P#57	-	120,000	-		
592-17	W/C/EPA/BRA LOAN P#58	-	155,000	-		
592-20	EPA CLEANUP & REMEDIATION GRANT	-	-	-	-	600,000
664-00	INTEREST EARNINGS	7,899	1,400	2,600	1,680	1,680
676-05	CONTRIBUTIONS FROM GENERAL	52,500	52,500	52,500	52,500	52,500
698-01	MEDC CORE COM GRANT - WATER ST	-	-	-	-	
<b>TOTAL REVENUE</b>		<b>60,399</b>	<b>828,900</b>	<b>55,100</b>	<b>54,180</b>	<b>904,180</b>

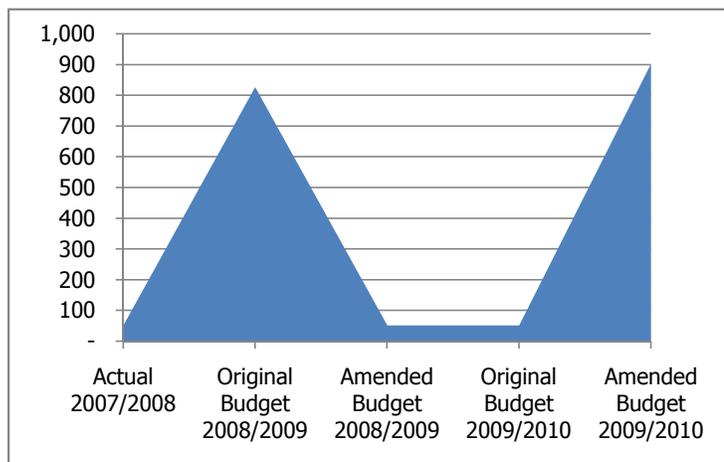
**CITY OF YPSILANTI  
ADMINISTRATIVE SERVICES  
REVOLVING LOAN FUND 412  
EXPENDITURE ANALYSIS**

Fund: 412 REVOLVING LOAN FUND		Actual	Original	Amended	Original	Amended
Dept:		2007/2008	Budget 2008/2009	Budget 2008/2009	Budget 2009/2010	Budget 2009/2010
Acct. No.	Acct. Description					
971-00	PAYMENTS TO BITMORE	52,500	52,500	52,500	52,500	52,500
818-00	CONTRACTUAL SERVICES	-	-	-	-	850,000
818-00	MDEQ CMI LOAN	-	500,000	-	-	-
818-00	WCBRA EPA RLF SUBGRANT	-	120,000	-	-	-
818-00	WCBRA EPA RLF LOAN	-	155,000	-	-	-
<b>GRAND TOTAL REVOLVING LOAN FUND</b>		<b>52,500</b>	<b>827,500</b>	<b>52,500</b>	<b>52,500</b>	<b>902,500</b>
<b>REVENUES MINUS EXPENDITURES</b>		<b>7,899</b>	<b>1,400</b>	<b>2,600</b>	<b>1,680</b>	<b>1,680</b>

VARIANCE ANALYSIS:

The funding for the MDEQ CMI loan, WCBRA EPA RLF Subgrant and Loan required a developer for Water Street. A signed agreement with a was not established by the deadline and a request for an extension was denied.

**REVOLVING LOAN FUND  
IN (000)**



# DEPARTMENT OF PUBLIC WORKS

One South Huron Street, Ypsilanti, MI 48197  
 Phone: (734) 483-1421 Fax: (734) 483-1018

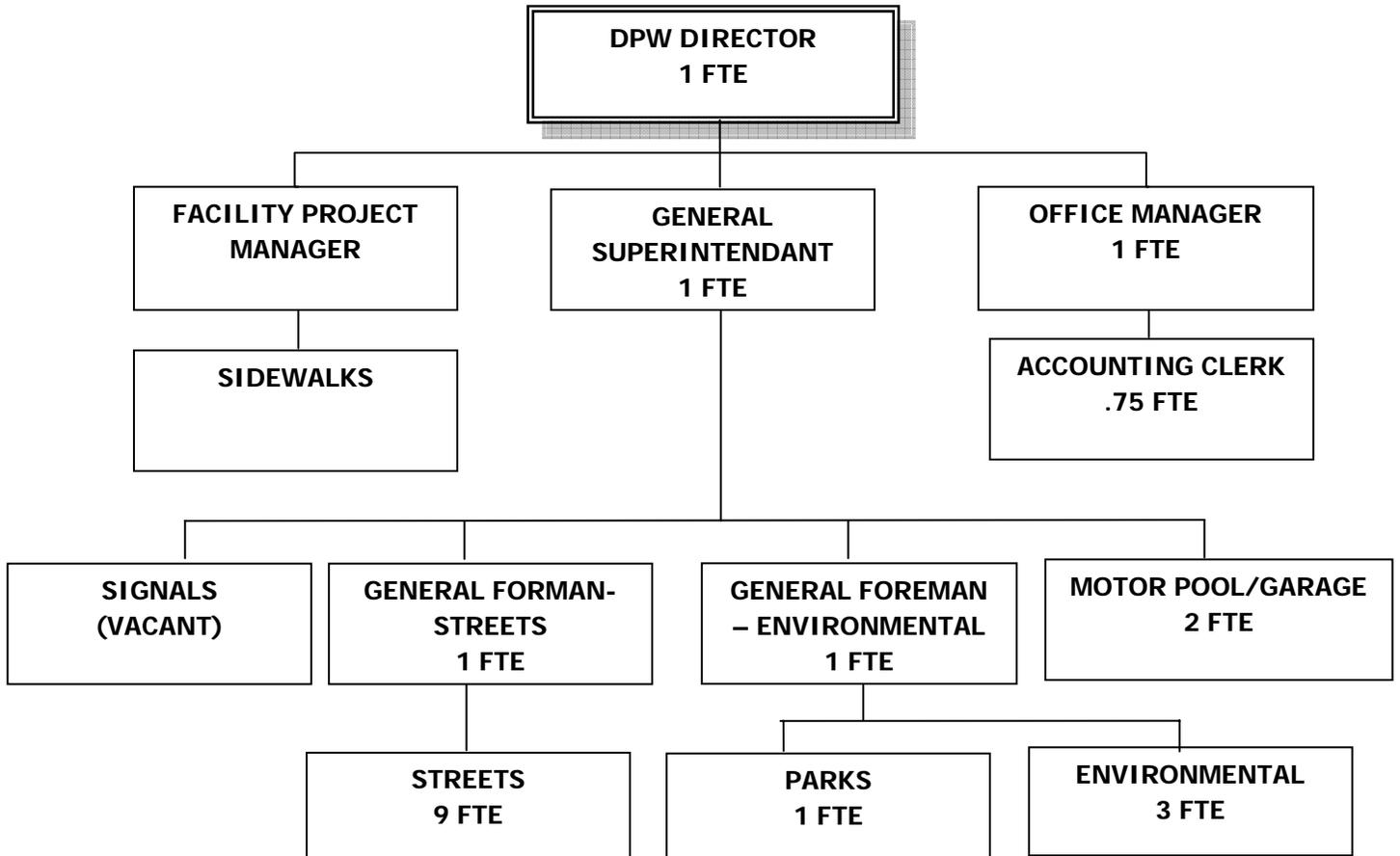
## DEPARTMENT DESCRIPTION:

The Department of Public Works is responsible for Street Maintenance, Fall Leaf Collection, Tree Maintenance, Building and Equipment Maintenance, Solid Waste Services, Recycling and Composting and Parks Maintenance. Each position is in the organizational chart of its home department with the understanding that all DPW employees work in whatever area of the department is needed.

## FUND 495 – SIDEWALK IMPROVEMENTS

<p><b>Our Mission</b> To repair city sidewalks.</p>	<p><b>Our Vision</b> To maintain safe pedestrian travel through the City's sidewalk system</p>
---	--

### How We Are Structured



\*FTE = FULL TIME EMPLOYEE

CITY OF YPSILANTI – 2008-2009 ANNUAL BUDGET

<b>SIDEWALK PROGRAM</b>	<b><u>SERVICES WE PROVIDE (PROGRAMS)</u></b>
Sidewalk Replacement Program	Evaluate city sidewalks for replacement, hire contractors, provide & invoice residents with estimated repair costs and inspect repairs

<b><u>What We Do</u></b> - - - - - ▶	<b><u>What We Produce</u></b> - - - - - ▶
<b>(Process and Activities)</b>	<b>(Outputs)</b>
Manage sidewalk replacement program.	Safe city sidewalk system.

<b><u>Who We Serve</u></b> - - - - - ▶	<b><u>What We Are Accomplishing</u></b>
<b>(Customers)</b>	<b>(Outcomes)</b>
City property owners	Safe pedestrian travel

<b><u>Who we are working with</u></b> - - - - - ▶
<b>(Partners)</b>
Cement contractor

**CITY OF YPSILANTI  
PUBLIC SERVICES  
SIDEWALK IMPROVEMENT FUND 495  
REVENUES**

Fund: 495 SIDEWALK IMPROVEMENT REVENUES		Actual	Original	Amended	Original	Amended
Dept: 000 REVENUES		2007/2008	Budget	Budget	Budget	Budget
Acct. No.	Acct. Description		2008/2009	2008/2009	2009/2010	2009/2010
401-00	SIDEWALK ASSESSMENT	4,518	3,886	8,920	3,000	4,500
403-02	INTEREST ON CURRENT TAXES	12	-	1	-	-
403-03	INTEREST ON ASSESSMENTS	746	-	-	-	-
452-00	FRANCHISE/PERMIT FEES	55,463	30,000	55,000	30,000	30,000
570-05	CDBG INFRASTRUCTURE GRANT	-	60,000	55,000	60,000	60,000
610-00	SIDEWALK REVENUE	23,548	25,000	25,000	25,000	25,000
664-00	INTEREST EARNINGS	9,708	1,400	3,500	1,680	1,680
699-00	APPROPRIATION FUND BALANCE		24,714	11,635	25,320	26,475
<b>TOTAL REVENUE</b>		<b>93,995</b>	<b>145,000</b>	<b>159,056</b>	<b>145,000</b>	<b>147,655</b>

**CITY OF YPSILANTI  
PUBLIC SERVICES  
SIDEWALK IMPROVEMENT FUND 495  
EXPENDITURE ANALYSIS**

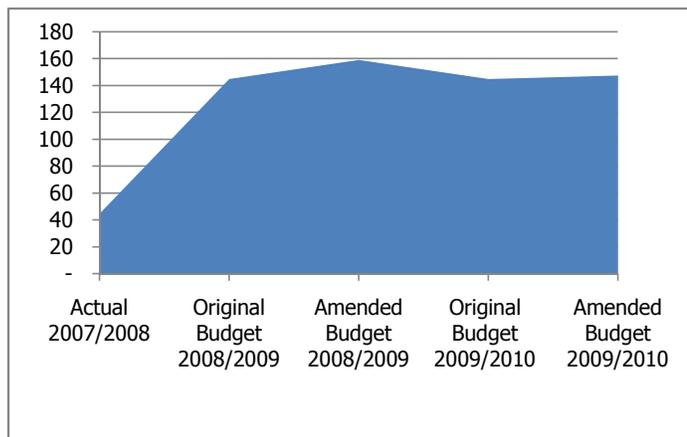
EXPENSES		Actual	Original	Amended	Original	Amended
Dept:		2007/2008	Budget	Budget	Budget	Budget
Acct. No.	Acct. Description		2008/2009	2008/2009	2009/2010	2009/2010
<b>443 SIDEWALK IMPROVEMENT</b>						
706-00	PERMANENT WAGES- SALARIES			2,500		2,000
714-00	FRINGE BENEFITS			625		655
775-00	REPAIR AND MAINTENANCE SUPPLY			200		-
818-00	CONTRACTUAL SERVICES	43,779	45,000	45,000	45,000	45,000
<b>SUB-TOTAL SIDEWALK IMPROVEMENT</b>		<b>43,779</b>	<b>45,000</b>	<b>48,325</b>	<b>45,000</b>	<b>47,655</b>
<b>445 RAMP PROGRAM</b>						
818-00	CONTRACTUAL SERVICES	1,100	40,000	55,731	40,000	40,000
818-26	CDBG INFRASTRUCTURE GRANT	-	60,000	55,000	60,000	60,000
	RAMP PROGRAM	1,100	100,000	110,731	100,000	100,000
<b>SUB-TOTAL RAMP PROGRAM</b>		<b>1,100</b>	<b>100,000</b>	<b>110,731</b>	<b>100,000</b>	<b>100,000</b>
<b>GRAND TOTAL</b>		<b>44,879</b>	<b>145,000</b>	<b>159,056</b>	<b>145,000</b>	<b>147,655</b>
<b>REVENUES MINUS EXPENDITURES</b>		<b>49,117</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

VARIANCE ANALYSIS:

**SIDEWALK IMPROVEMENT FUND EXPENSES  
IN (000)**

Wages were expanded to cover inspection cost and administrative cost to oversee sidewalk program.

Increased contractual cost will be covered by the CDBG grant revenues.



# ADMINISTRATIVE SERVICES

One South Huron Street, Ypsilanti, MI 48197  
 Phone: (734) 483-1242 Fax: (734) 483-7387

**DEPARTMENT DESCRIPTION:**

The Human Resources Department is responsible for processing on-the-job injury claim forms, monitoring the status of the injured employee with the treating physician, and assisting our Workers' Compensation Insurance Carrier for all employees injured on the job.

## WORKERS' COMPENSATION

<p style="text-align: center;"><b>Our Mission</b></p> <p>To provide a quality service to City employees who have been injured on-the-job, and to assist them in receiving expedient care for their injury so they may return to their normal on and off-the-job functions and activities.</p>	<p style="text-align: center;"><b>Our Vision</b></p> <p>Our vision is to have an injury-free work place.</p>
---	--

**How We Are Structured**

**Human Resources Generalist**  
 .3 FTE

\*FTE = Full Time Employees

<b><u>Services We Provide (Programs)</u></b>	
<b>Human Resources</b>	
First Report of Injury Form	Human Resources will file the First Report of Injury Form with our Workers' Compensation Carrier within the 7 day time frame when an employee is injured on the job.
Workers' Comp Insurance Carrier	Human Resources will be the liaison between the injured employee and the Workers' Compensation Insurance Carrier.
Safety Committee	Human Resources will continue to have a presence on the Safety Committee in order to provide a safe work environment for our City employees.
OSHA Log	Human Resources will maintain the OSHA Log and Summary Report for all reported work injuries. Human Resources will post those injuries as required by law every February 1 <sup>st</sup> through April 30 <sup>th</sup> .

<b><u>What We Do</u></b> - - - - - ▶ <b>(Process and Activities)</b>	<b><u>What We Produce</u></b> - - - - - ▶ <b>(Outputs)</b>
File a First Report of Injury Form	This creates a claim with the Workers' Compensation Insurance Carrier so all medical and payroll expenditures can be processed.
Enter Injury into Data Program called First Report	This maintains a log of employee injuries and produces an OSHA Log and Summary Report.
Participate in Safety Committee Meetings	This provides a means of providing a safer work environment for our employees by bringing concerns of potential hazards to the committee. The committee then makes recommendations to management.

<b><u>Who We Serve</u></b> - - - - - ▶ <b>(Customers)</b>	<b><u>What We Are Accomplishing</u></b> <b>(Outcomes)</b>
Current Employees	Assisting, educating and coordinating a safe work environment for City employees.

<b><u>Who we are working with</u></b> - - - - - ▶ <b>(Partners)</b>	
Accident Fund	Workers' Comp Claims
MWorks Occupational Health Services	Workers' Comp. Injuries

**CITY OF YPSILANTI  
ADMINISTRATIVE SERVICES  
WORKERS' COMPENSATION FUND 677  
REVENUES**

Fund:		Actual	Original	Amended	Original	Amended
Dept: 000 REVENUES		2007/2008	Budget	Budget	Budget	Budget
2007/2008	2008/2009	2008/2009	2009/2010	2009/2010		
Acct. No.	Acct. Description					
664-00	INTEREST EARNINGS	43,645	10,000	60,000	12,000	12,000
665-00	APPRECIATION OF FAIR VALUE	116,294	-	-	-	-
698-00	MISCELLANEOUS REVENUE	1,025	-	3,972	-	-
698-50	WC CHARGES FOR SERVICES	182,608	184,460	184,460	189,209	94,605
698-51	WC CHARGES FOR SERVICES-HOUSING	782	-	1,085	-	-
698-52	WC BENEFIT REFUNDS- EMP CKS	9,582	-	4,471	-	-
699-00	APPROPRIATIONS FUND BALANCE	-	44,056	-	38,500	92,756
<b>TOTAL WORKERS' COMP REVENUE</b>		<b>353,936</b>	<b>238,516</b>	<b>253,988</b>	<b>239,709</b>	<b>199,361</b>

**CITY OF YPSILANTI  
ADMINISTRATIVE SERVICES  
WORKERS COMPENSATION FUND 677  
EXPENDITURE ANALYSIS**

FUND:		Actual	Original	Amended	Original	Amended
Dept: EXPENSES		2007/2008	Budget	Budget	Budget	Budget
2007/2008	2008/2009	2008/2009	2009/2010	2009/2010		
Acct. No.	Acct. Description					
706-00	PERMANENT WAGES - SALARIES	15,855	16,149	16,149	16,634	16,149
714-00	FRINGE BENEFITS	1,848	6,057	4,882	6,625	5,155
<b>SUB-TOTAL SALARIES, WAGES &amp; FRINGE</b>		<b>17,703</b>	<b>22,206</b>	<b>21,031</b>	<b>23,259</b>	<b>21,304</b>

757-00	OPERATING SUPPLIES	3,715	7,000	7,000	7,000	7,000
807-00	AUDIT FEES	850	900	751	900	707
818-00	CONTRACTUAL SERVICES	74,374	94,710	56,000	94,850	95,000
900-00	PRINTING AND PUBLISHING	293	250	250	250	250
957-00	BOOKS, MAGAZINES, PERIODICALS	200	500	500	500	500
958-00	MEMBERSHIPS AND DUES	-	350	-	350	-
960-00	PROFESSIONAL DEVELOPMENT	180	1,000	-	1,000	500
<b>SUB-TOTAL ADMINISTRATIVE COSTS</b>		<b>79,612</b>	<b>104,710</b>	<b>64,501</b>	<b>104,850</b>	<b>103,957</b>

872-30	DEPARTMENT OF PUBLIC WORKS	65,808	63,000	50,000	63,000	50,000
872-40	ENVIRONMENTAL SERVICES	-	2,500	2,500	2,500	2,500
872-50	FINANCE	-	-	-	-	-
872-51	ASSESSOR	-	-	-	-	-
872-52	TREASURER	-	-	-	-	-
872-60	FIRE	4,345	17,500	10,000	17,500	10,000
872-61	BUILDING INSPECTION	821	4,500	500	4,500	500
872-80	POLICE	2,498	23,000	10,000	23,000	10,000
872-90	RUTHERFORD POOL	-	200	200	200	200
872-91	PARKRIDGE	-	200	200	200	200
872-92	SENIOR CENTER	-	200	200	200	200
872-99	HOUSING	1,091	500	500	500	500
<b>SUB-TOTAL CLAIMS EXPENSE</b>		<b>74,563</b>	<b>111,600</b>	<b>74,100</b>	<b>111,600</b>	<b>74,100</b>

<b>GRAND TOTAL</b>	<b>171,878</b>	<b>238,516</b>	<b>159,632</b>	<b>239,709</b>	<b>199,361</b>
--------------------	----------------	----------------	----------------	----------------	----------------

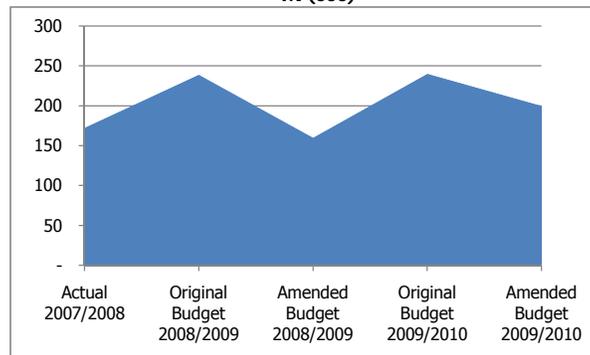
<b>REVENUES MINUS EXPENDITURES</b>	<b>182,058</b>	<b>-</b>	<b>94,356</b>	<b>-</b>	<b>-</b>
------------------------------------	----------------	----------	---------------	----------	----------

	FY 2007-08 Actual	FY 2008-09 Original Budget	FY 2008-09 Amended Budget	FY 2009-10 Original Budget	FY 2009-10 Amended Budget
<b>STAFFING</b>					
WORKERS COMPENSATION FUND	0.30	0.30	0.30	0.30	0.30
<b>TOTAL-WORKERS' COMPENSATION</b>	<b>0.30</b>	<b>0.30</b>	<b>0.30</b>	<b>0.30</b>	<b>0.30</b>

**VARIANCE ANALYSIS:**

Injuries have been down this year and we are not anticipating an increase.

**WORKERS COMPENSATION FUND EXPENDITURES  
IN (000)**



# Fire and Police Pension Fund

One South Huron Street, Ypsilanti, MI 48197

Phone: (734) 483-1105 Fax: (734)482-7784

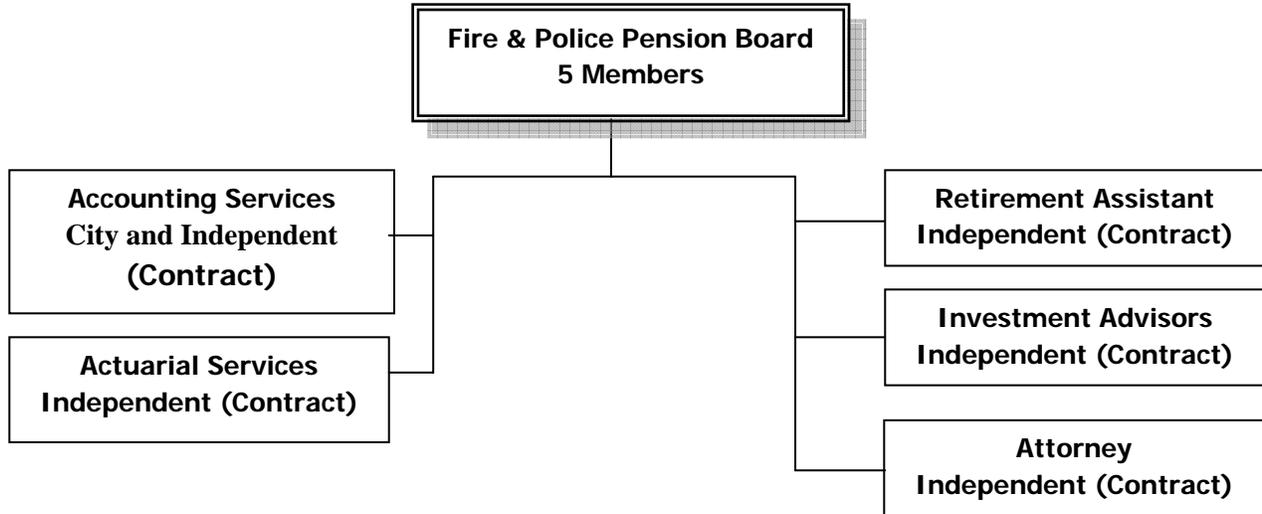
### **Our Mission**

To act in the best interest of the Fire and Police Retirement System’s participants and beneficiaries.

### **Our Vision**

Pension Board shall prudently exercise its fiduciary responsibilities in the administration, management and operation of the Fire and Police Retirement System.

### **How We Are Structured**



<b>FIRE &amp; POLICE PENSION</b>	<b>SERVICES WE PROVIDE(PROGRAMS)</b>
Pension Benefits Administration	Administer pension benefits in accordance with Public Act 345, collective bargaining agreements, and applicable state and federal laws.
Asset Administration	Prudently invest Retirement System assets in accordance with the Board’s investment guidelines.
Finance Administration	Process contributions of employer and active employees and issue retirement checks for Fire and Police retirees and beneficiaries. Process approved invoices for payment.
Budget	Prepare and maintain Plan budget.
Financial Audit	Keep accurate records of all transactions.
Annual Reports	Prepare and submit Annual Actuarial Valuation Report and Summary Annual Report.

<b><u>What We Do</u></b> - - - - -> <b>(Process and Activities)</b>	<b><u>What We Produce</u></b> - - - - -> <b>(Outputs)</b>
Pension Benefits Administration	Maintain Retirement System records; calculate pension benefits (e.g., service credit, Final Average Compensation); administer disability retirements; service credit determinations; review domestic relations matters; administer benefit level program; maintain IRS qualified plan qualification; compile actuarial data; ensuring legal compliance.
Asset Administration	Establish Investment Guidelines; determine asset allocation; manage risk and return; retain and monitor Investment Consultant and Investment Managers; ensure legal and investment compliance.
Finance Administration	Issue checks and tax reporting; verification of retiree and beneficiary data; compile investment data; determining employer and employee contributions.
Budget	Prepare budget
Financial Audit	Maintain custodial records of all Plan transactions; audit review; investment performance reviews; prepare quarterly and annual investment reports; annual review of service professionals.
Annual Reports	Maintain an updated list of members, retirees and beneficiaries; annual actuarial valuation report; summary annual report; accumulated contribution reports.

<b><u>Who We Serve</u></b> - - - - -> <b>(Customers)</b>	<b><u>What We Are Accomplishing</u></b> <b>(Outcomes)</b>
Plan Members	Maintaining the financial integrity of the Retirement System; providing accurate and timely information
Plan Retirees and Beneficiaries	Timely and accurate retirement benefits
All Plan Participants and Beneficiaries	Stable and secure Retirement System.
City, Union, Citizens, Others	Accurate and informative records and reports on the administration, management and operation of the Retirement System.

<b><u>Who We Are Working With</u></b> - - - - -> <b>(Partners)</b>	
Citizens	To receive taxes for plan funding
<i>Actuary</i>	To determine funding needed to cover current and future liability
<i>Auditors</i>	To attest to accuracy of financial statements.
<i>Financial Consultant</i>	To assist in managing funds.
<i>Legal Counsel</i>	VanOverbeke, Michaud & Timmony, P.C.
<i>Money Managers</i>	To manage our investments.
<i>Board Assistant</i>	To maintain meeting minutes, and maintain records.

**CITY OF YPSILANTI  
FIRE AND POLICE PENSION FUND 732  
REVENUES**

FUND:		Actual	Original	Amended	Original	Amended
REVENUES		2007/2008	Budget	Budget	Budget	Budget
Dept:			2008/2009	2008/2009	2009/2010	2009/2010
Acct. No.	Acct. Description					
664-00/11	INTEREST	538,453	2,015,600	2,030,000	2,018,720	2,018,720
664-20/26	DIVIDENDS	570,500	-	-	-	-
664-30/36	GAIN/LOSS	1,720,298	-	-	-	-
665-00	APPRECIATION OF FAIR VALUE	(4,409,755)	-	-	-	-
	<b>SUB-TOTAL INVESTMENT EARNINGS</b>	<b>(1,580,504)</b>	<b>2,015,600</b>	<b>2,030,000</b>	<b>2,018,720</b>	<b>2,018,720</b>
676-10	F & P RETIREE BENEFITS FROM 101	941,417	946,938	946,938	975,346	968,212
676-20	EMPLOYEE CONTRIBUTIONS	418,956	379,250	379,250	390,628	329,165
698-00/45	MISCELLANEOUS REVENUE	36,363	-	20,426	-	-
	<b>GRAND TOTAL REVENUE</b>	<b>(183,768)</b>	<b>3,341,788</b>	<b>3,376,614</b>	<b>3,384,694</b>	<b>3,316,097</b>

**CITY OF YPSILANTI  
FIRE AND POLICE PENSION FUND 732  
EXPENDITURE ANALYSIS**

FUND:		Actual	Original	Amended	Original	Amended
EXPENSES		2007/2008	Budget	Budget	Budget	Budget
Dept:			2008/2009	2008/2009	2009/2010	2009/2010
Acct. No.	Acct. Description					
	<b>205 F &amp; P PENSION</b>					
704-00	PENSIONS	2,014,793	2,094,502	2,098,054	2,187,337	2,187,639
714-00	FRINGE BENEFITS	-	-	-	-	-
714-06	ANNUITY WITHDRAWALS	623,728	304,849	350,000	313,994	313,994
	<b>SUB-TOTAL BENEFIT PAYMENTS</b>	<b>2,638,521</b>	<b>2,399,351</b>	<b>2,448,054</b>	<b>2,501,331</b>	<b>2,501,633</b>
	<b>238 FIRE AND POLICE PENSION</b>					
728-00	OFFICE SUPPLIES	-	102	560	105	500
807-00	AUDIT FEES	9,530	7,500	7,500	7,150	7,150
818-00	CONTRACTUAL SERVICES	13,800	19,437	19,437	20,020	19,437
818-07	MONEY MANAGERS' FEES	108,623	100,000	100,000	100,000	100,000
826-10	LEGAL SERVICES	11,935	15,345	15,345	15,805	15,000
864-00	CONFERENCES AND WORKSHOPS	2,471	4,092	4,092	4,215	4,000
956-00	ADMINISTRATIVE CHARGES	7,500	10,575	10,575	10,970	18,436
958-00	MEMBERSHIPS AND DUES	200	205	200	211	200
	<b>SUB-TOTAL ADMINISTRATIVE COSTS</b>	<b>154,059</b>	<b>157,256</b>	<b>157,709</b>	<b>158,476</b>	<b>164,723</b>
	<b>GRAND TOTAL</b>	<b>2,792,580</b>	<b>2,556,607</b>	<b>2,605,763</b>	<b>2,659,807</b>	<b>2,666,356</b>

<b>REVENUES MINUS EXPENDITURES</b>	<b>(2,976,348)</b>	<b>785,181</b>	<b>770,851</b>	<b>724,887</b>	<b>649,741</b>
------------------------------------	--------------------	----------------	----------------	----------------	----------------

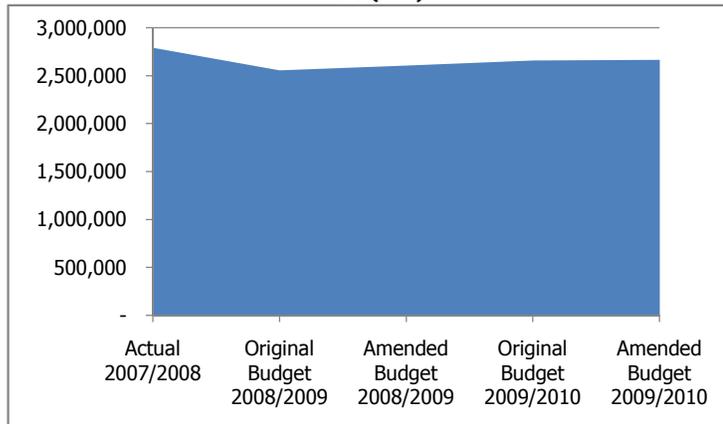
	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	FY 2009-10
STAFFING	Actual	Original	Amended	Original	Amended
		Budget	Budget	Budget	Budget
FIRE AND POLICE PESION	0.00	0.00	0.00	0.00	0.00
<b>TOTAL - FIRE AND POLICE PESION</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**VARIANCE ANALYSIS:**

Revenue from 101 comes from the Fire and Police millage assessed to Ypsilanti residents. This millage is calculated at budget time based on the annual actuarial valuation's required annual contribution amount.

Annuity withdrawals were greater than originally budgeted due to higher turnover than expected in the Police Department.

**FIRE AND POLICE PENSION FUND EXPENDITURES  
IN (000)**



# **CAPITAL (414)**

- . REVENUES**
- . COMPUTER SYSTEM**
- . PARK IMPROVEMENTS**
- . GRANTS**
- . CAPITAL EQUIPMENT**
- . DEBT SERVICE**

**CITY OF YPSILANTI  
CAPITAL IMPROVEMENT FUND 414  
REVENUES**

Fund: 414 CAPITAL IMPROVEMENT FUND		Actual	Original	Amended	Original	Amended
REVENUES		2007/2008	Budget	Budget	Budget	Budget
Dept:	000 REVENUES		2008/2009	2008/2009	2009/2010	2009/2010
Acct. No.	Acct. Description					
561-05	RAC LOBBY IMPROVEMENT GRANT	-	-	13,400	-	10,100
569-27	MDHAL-CLG GRANT-FREIGHT HOUSE RESTOR	-	-	35,000	-	-
569-28	FREIGHT HOUSE FUND 275 MATCH	5,000	5,000	15,000	-	-
569-31	FREIGHT HOUSE RESTOR FOYF MATCH	-	-	20,000	-	-
569-33	I.D.E.P. MATCH - MAJOR	4,050	-	-	-	-
569-34	I.D.E.P. GRANT MATCH - LOCAL	2,149	-	-	-	-
569-35	I.D.E.P. GRANT W/WASHTENAW CO.	9,696	-	-	-	-
569-36	FRT HSE - COND ASS - STIMULUS	-	-	-	-	500,000
571-17	RIVERSIDE PARK MDNRTF-DONATION	-	-	270	-	-
573-03	HOMELAND SECURITY GRANT-YFD	36,113	-	-	-	-
664-00	INTEREST EARNINGS	8,295	1,800	3,300	2,160	2,160
667-00	CONTRIBUTION FROM DRUG FORF	111,607	108,072	122,092	92,722	70,949
667-01	CONTRIBUTION FROM GENERAL FUND	254,740	305,642	299,410	265,770	390,850
668-08	SENIOR CENTER DONATIONS USED	-	1,000	1,000	2,800	-
668-09	PARKRIDGE DONATIONS USED	-	4,150	4,150	1,900	-
699-00	APPROPRIATION FUND BALANCE	-	-	-	-	-
<b>TOTAL REVENUE</b>		<b>431,650</b>	<b>425,664</b>	<b>513,622</b>	<b>365,352</b>	<b>974,059</b>

**CITY OF YPSILANTI  
CAPITAL IMPROVEMENT FUND 414  
EXPENDITURE ANALYSIS**

EXPENSES		Actual	Original	Amended	Original	Amended
Dept:		2007/2008	Budget	Budget	Budget	Budget
Acct. No.	Acct. Description		2008/2009	2008/2009	2009/2010	2009/2010
818-00	CONTRACTUAL SERVICES	25,000	25,000	25,000	25,000	77,015
818-02	CONTRACTUAL SOFTWARE	25,818	75,273	74,665	75,305	116,074
818-03	HARDWARE-EQUIPMENT	34,278	51,095	52,369	47,342	47,437
818-05	INTERNET SERVICE	959	959	959	959	959
<b>SUB-TOTAL COMPUTER SYSTEM CITY-WID</b>		<b>86,055</b>	<b>152,327</b>	<b>152,993</b>	<b>148,606</b>	<b>241,485</b>
818-87	RIVERSIDE PARK CONTR RLF	118,407	-	16,000	-	-
819-44	RIVERSIDE PARK - MDNRTF	212	-	270	-	-
<b>SUB-TOTAL RIVERSIDE PARK IMPROVEME</b>		<b>118,619</b>	<b>-</b>	<b>16,270</b>	<b>-</b>	<b>-</b>
818-21	RIVERSIDE ARTS CTR LOBBY IMPROVEMENT	-	-	13,400	-	10,100
819-29	I.D.E.P. GRANT - CITY MATCH	7,879	-	-	-	-
819-30	I.D.E.P. GRANT - WASHTENAW COUNTY	5,343	-	-	-	-
819-60	CDBG PARKRIDGE & POOL VIA WASH	-	-	1,500	-	-
819-61	FRT HSE - COND ASS - STIMULUS	-	-	-	-	500,000
819-62	FRT HSE REST - CITY SHARE	-	-	-	-	20,000
975-02	FREIGHTHOUSE RESTORATION PROJECT	-	-	70,000	-	-
<b>SUB-TOTAL GRANTS</b>		<b>13,222</b>	<b>-</b>	<b>84,900</b>	<b>-</b>	<b>530,100</b>
987-05	BUILDING CAPITAL EQUIPMENT	-	-	-	-	-
987-15	CLERK CAPITAL EQUIPMENT	-	23,500	1,000	-	-
987-30	PERSONNEL CAPITAL EQUIPMENT	1,940	-	-	-	1,200
987-40	POLICE CAPITAL EQUIPMENT	111,607	108,072	123,692	92,722	70,549
987-45	FIRE CAPITAL EQUIPMENT	40,277	13,800	10,902	1,100	4,100
987-50	DPW CAPITAL EQUIPMENT	-	2,000	2,400	2,000	8,400
987-55	RECREATION CAPITAL EQUIPMENT	-	5,150	5,150	4,700	4,700
987-60	PLANNING & DEV CAPITAL EQUIP.	1,606	-	-	-	-
<b>SUB-TOTAL CAPITAL EQUIPMENT</b>		<b>155,430</b>	<b>152,522</b>	<b>143,144</b>	<b>100,522</b>	<b>88,949</b>
991-00	PRINCIPAL	94,375	99,569	99,579	105,059	105,059
995-00	INTEREST	14,990	9,796	9,786	4,306	4,306
<b>SUB-TOTAL DEBT SERVICE</b>		<b>109,365</b>	<b>109,365</b>	<b>109,365</b>	<b>109,365</b>	<b>109,365</b>
<b>GRAND TOTAL</b>		<b>482,691</b>	<b>414,214</b>	<b>506,672</b>	<b>358,493</b>	<b>969,899</b>
<b>REVENUES MINUS EXPENDITURES</b>		<b>(51,041)</b>	<b>11,450</b>	<b>6,950</b>	<b>6,859</b>	<b>4,160</b>

VARIANCE ANALYSIS:

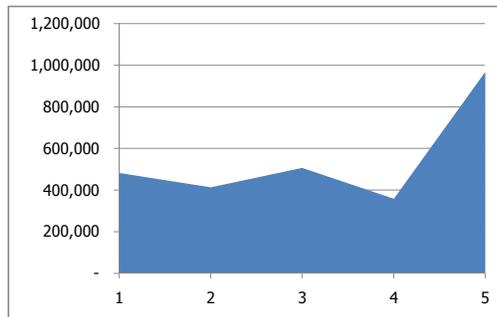
Increase in Police Capital Equipment Expenditures was for new phone system for Public Services Department which is funded by the increase in the contribution from the Police Special Revenue Fund (265) using PSAP monies.

Clerk's audio system was delayed until 2009-2010

The Riverside Arts Center was awarded \$23,500 for lobby improvements. Revenues were divided between two fiscal years.

The Freight House received a \$35,000 grand from the Michigan Department of History, Arts and Libraries for the Moisture Control and Rehab Project. A match of \$20,000 from the Friends of the Freighthouse and \$15,000 from the Depot Town DDA.

**CAPITAL IMPROVEMENT FUND EXPENSES  
IN (000)**



# **GENERAL OBLIGATION BONDS**

- **2001 Gen. Obligation Bonds [300]**
- **2002 Gen. Obl. Cap. Imp. Bonds [316]**
- **2003 Gen. Obligation Bonds [341]**
- **2006 GO LTD Capital Imp (477)**

# FISCAL SERVICES

One South Huron Street, Ypsilanti, MI 48197

Phone: (734) 483-1105 Fax: (734)482-7784

**DESCRIPTION:**

The City issues bonds for the acquisition and construction of major capital projects. General obligation (GO) bonds are direct obligations and pledge the full faith and credit of the City. Installment purchase agreement and other contractual agreement are also general obligations of the City. The water and sewer revenue bonds involve a pledge of specific income from the Ypsilanti Community Utilities Authority derived from the acquired or constructed assets to pay the debt service. The Finance Department is responsible for the administration of debt service.

## DEBT SERVICE

**Our Mission**

To retire debt according to the current bond amortizations schedules.

**Our Vision**

To place the minimum millage needed to pay current installments on time and maintain the City's credit rating at the current A- or better.

**How We Are Structured**

**Finance Director**

DEBT SERVICE	SERVICES WE PROVIDE (PROGRAMS)
Millage calculation	Street millage is calculated based on the City's total tax base and the amount of revenue needed to generate sufficient tax revenue to cover bond payments due during the applicable tax year for the relevant GO bonds.
Inter Fund Transfers	Some GO bonds are paid with general fund revenues. These payments are recorded as part of the transfers to capital improvement fund from the general fund.
External Fund Transfers	Request fund transfers from Ypsilanti Community Utilities Authority (YCUA) for water and sewer bonds retirement from water surcharge.
Debt schedule	Prepare schedule of bond indebtedness including principal and interest payments for all fund. Pay debt on or before due dates to improve or maintain credit rating.
Financial Audit	Prepare debt schedules by activities. Prepare adjusting journal entries. Review draft audit and revise as necessary.

<b>What We Do</b> -----▶ <b>(Process and Activities)</b>	<b>What We Produce</b> -----▶ <b>(Outputs)</b>
Millage calculation	Correct revenue calculation to cover street bond payments due during the applicable tax year for the relevant GO bonds.
Inter Fund Transfers	Ensure fund is available to pay the annual debt service of general obligation bonds.
External Fund Transfers	Request fund transfers from YCUA prior to due dates to cover debt services of water and sewer bonds.
Debt Schedule	Accurate and timely debt payments to maintain or improve current credit rating.
Financial Audit	Accurate reporting of long term debt in the financial report.

<b>Who We Serve</b> -----▶ <b>(Customers)</b>	<b>What We Are Accomplishing</b> <b>(Outcomes)</b>
Citizens of Ypsilanti	Accurate financial status of City
All City Departments	Accurate record of actual expenses/revenues.
City Council	Accurate financial information to facilitate leadership decisions.
Financial, YCUA, MMBA	Accurate and timely payments of debt.

<b>Who we are working with</b> ----▶ <b>(Partners)</b>	
Bond counsel & financial advisor	To meet bond covenant requirements
City Administration	To manage outstanding bonds
City Departments	Monitor bonds issued for departmental projects.
City Council	To hold public hearings on bonds and approve issue
Auditors	Long Term Debt footnote to Audited Financial Statements
YCUA	To obtain funds for payments on revenue bonds

**CITY OF YPSILANTI  
FINANCIAL SERVICES  
DEBT RETIREMENT FUNDS  
GENERAL OBLIGATION BONDS 300, 316, 341, 477  
REVENUES**

DEBT SERVICE FUND: GO BONDS		Actual 2007/2008	Original Budget 2008/2009	Amended Budget 2008/2009	Original Budget 2009/2010	Amended Budget 2009/2010
<b>Acct. No.</b>	<b>Acct. Description</b>					
403-00	CURRENT PROPERTY TAXES	1,283,312	1,396,530	1,475,567	1,406,906	1,412,563
403-02	INTEREST ON CURRENT TAXES	1,705	1,614	1,996	1,614	1,614
404-00	CURRENT IFT	2,071	905	907	937	917
405-00	DELINQUENT PERSONAL PROPERTY	15,075	-	1,377	-	-
405-03	INTEREST ON DELIQUENT TAXES	1,191	-	132	-	-
664-00	INTEREST EARNINGS	83,324	21,120	17,550	25,344	3,344
676-05	CONTRIBUTIONS FROM GENERAL	287,774	336,930	336,930	340,190	570,437
698-00	MISCELLANEOUS REVENUE	-	-	57,135	-	3,040
699-00	APPROPRIATIONS FUND BALANCE	-	632,460	637,260	624,325	416,078
	<b>TOTAL GO BONDS</b>	<b>1,674,452</b>	<b>2,389,559</b>	<b>2,528,854</b>	<b>2,399,316</b>	<b>2,407,993</b>

**CITY OF YPSILANTI  
FINANCIAL SERVICES  
DEBT RETIREMENT FUNDS  
GENERAL OBLIGATION BONDS  
EXPENDITURE ANALYSIS**

DEBT SERVICE FUND: GO BONDS		Actual 2007/2008	Original Budget 2008/2009	Amended Budget 2008/2009	Original Budget 2009/2010	Amended Budget 2009/2010
<b>Acct. No.</b>	<b>Acct. Description</b>					
	<b>300 2001 GO UNLIMITED TAX DEBT \$8.4654M</b>					
962-53	MTT SEV - TAX REVERTED SALES	8,590	-	3	-	-
991-00	PRINCIPAL	445,000	470,000	470,000	490,000	490,000
995-00	INTEREST	242,650	224,350	224,350	204,905	204,905
999-00	PAYING AGENT FEES	275	275	275	275	275
	<b>SUB-TOTAL 2001 GO UNLTD TAX DEBT</b>	<b>696,515</b>	<b>694,625</b>	<b>694,628</b>	<b>695,180</b>	<b>695,180</b>

**316 2002 GO CAPITAL IMP. DEBT \$400**

991-00	PRINCIPAL	25,000	25,000	25,000	25,000	25,000
995-00	INTEREST	12,499	11,655	11,655	10,780	10,780
999-00	PAYING AGENT FEES	275	275	275	275	275
	<b>SUB-TOTAL 2002 GO CAPITAL IMP \$400</b>	<b>37,774</b>	<b>36,930</b>	<b>36,930</b>	<b>36,055</b>	<b>36,055</b>

**341 2003 GO UNLIMITED TAX DEBT \$8.465M**

962-53	MTT SEV - TAX REVERTED SALES	8,800	-	3	-	-
991-00	PRINCIPAL	440,000	455,000	455,000	480,000	480,000
995-00	INTEREST	262,644	250,319	250,319	235,396	235,394
999-00	PAYING AGENT FEES	225	225	225	225	225
	<b>SUB-TOTAL 2003 GO ULTD TAX DEBT \$8.465M</b>	<b>711,669</b>	<b>705,544</b>	<b>705,547</b>	<b>715,621</b>	<b>715,619</b>

**477 2006 GO LTD TAX CAP REF \$15.74M**

995-00	INTEREST	951,978	951,978	951,978	951,978	951,978
999-00	PAYING AGENT FEES	1,282	482	1,282	482	482
	<b>Sub-Total 2006 GO LTD TAX CAP REF \$15.74M</b>	<b>953,260</b>	<b>952,460</b>	<b>953,260</b>	<b>952,460</b>	<b>952,460</b>
	<b>TOTAL EXPENDITURES</b>	<b>2,399,218</b>	<b>2,389,559</b>	<b>2,390,365</b>	<b>2,399,316</b>	<b>2,399,314</b>

**ALL GO BONDS**

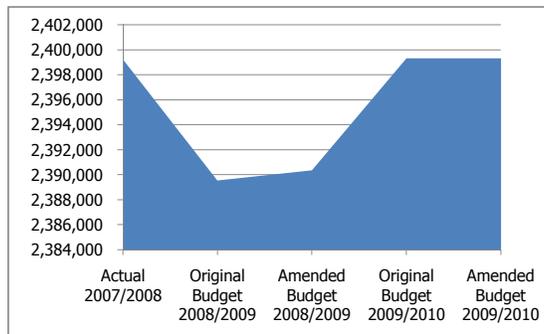
962-53	MTT SEV - TAX REVERTED SALES	17,390	-	6	-	-
991-00	PRINCIPAL	910,000	950,000	950,000	995,000	995,000
995-00	INTEREST	1,469,771	1,438,302	1,438,302	1,403,059	1,403,057
999-00	PAYING AGENT FEES	2,057	1,257	2,057	1,257	1,257
	<b>GRAND TOTAL GO BONDS</b>	<b>2,399,218</b>	<b>2,389,559</b>	<b>2,390,365</b>	<b>2,399,316</b>	<b>2,399,314</b>

<b>REVENUES MINUS EXPENDITURES</b>	<b>(724,766)</b>	<b>-</b>	<b>138,489</b>	<b>-</b>	<b>8,679</b>
------------------------------------	------------------	----------	----------------	----------	--------------

**VARIANCE ANALYSIS:**

Increase in paying agent fees in fund 477 due to Bond Refunding. All fees of refunded bonds are paid from this fund.

**ALL GO BOND DEBT RETIREMENT FUND EXPENSES  
IN (000)**



# **DEBT SERVICE**

## **WATER & SEWER**

- **2002B Water/Sewer Debt-DWRF [364]**
- **2001 Water/Sewer Bonds [365]**
- **2002A Water/Sewer Bonds [366]**
- **2002C Water Supply/Sewage Disposal Rev. Bonds [367]**
- **2003A Water Supply/Sewage (368)**
- **2003C Water Supply/Sewage Constr. [469]**
- **2003B Water/Sewer Rev. Constr. [470]**
- **2003C Water Supply/Sewage DWRF (471)**
- **2004A Water/Sewer Bonds (472)**
- **2004B Water Supply/Sewer \$6.33M (474)**
- **2006 Water & Sewer Refund (478)**
- **2007 W & S Revenue DWRF (479)**
- **2007 W & S REVENUE DWRF (480)**

**CITY OF YPSILANTI  
FISCAL SERVICES  
DEBT RETIREMENT WATER & SEWER BONDS  
GENERAL OBLIGATION BONDS 364, 365, 366, 367, 368, 469, 470, 471, 472, 474, 478, 479, 480  
REVENUES**

DEBT SERVICE FUND: WATER & SEWER BONDS		Actual 2007/2008	Original Budget 2008/2009	Amended Budget 2008/2009	Original Budget 2009/2010	Amended Budget 2009/2010
<b>Acct. No.</b>	<b>Acct. Description</b>					
664-00	INTEREST EARNINGS	103,326	27,988	32,960	33,586	33,586
676-13	CONTRIBUTION FROM YCUA-W&S	2,886,949	2,762,983	2,762,590	2,761,173	2,760,917
696-01	BOND/DEBT PROCEEDS	297,596	-	436,106	-	-
699-00	APPROPRIATIONS FUND BALANCE	-	-	-	-	-
	<b>TOTAL REVENUE W &amp; S BONDS</b>	<b>3,287,871</b>	<b>2,790,971</b>	<b>3,231,656</b>	<b>2,794,759</b>	<b>2,794,503</b>

**CITY OF YPSILANTI  
FISCAL SERVICES  
DEBT RETIREMENT WATER & SEWER BONDS  
EXPENDITURE ANALYSIS**

DEBT SERVICE FUND: WATER & SEWER BONDS		Actual 2007/2008	Original Budget 2008/2009	Amended Budget 2008/2009	Original Budget 2009/2010	Amended Budget 2009/2010
<b>Acct. No.</b>	<b>Acct. Description</b>					
	<b>364 2002B W&amp;S DEBT \$485,000 DWRF</b>					
991-00	PRINCIPAL	20,000	25,000	25,000	25,000	25,000
995-00	INTEREST	9,750	9,188	9,188	8,563	8,563
965-16	BOND RESERVE INT EARNINGS TO YCUA	1,789	560	560	672	672
	<b>SUB-TOTAL 2002B W&amp;S DEBT \$485K D</b>	<b>31,539</b>	<b>34,748</b>	<b>34,748</b>	<b>34,235</b>	<b>34,235</b>

**365 2001 WATER&SEWER DEBT \$4M**

965-75	TRANSFER TO ESCROW AGENT	-	-	-	-	-
991-00	PRINCIPAL	30,000	35,000	35,000	45,000	45,000
995-00	INTEREST	53,915	52,534	52,534	50,834	50,834
999-00	PAYING AGENT FEES	275	275	275	275	275
965-16	BOND RESERVE INT EARNINGS TO YCUA	15,356	4,000	4,600	4,800	4,800
	<b>SUB-TOTAL 2001 WATER &amp; SEWER DEE</b>	<b>99,546</b>	<b>91,809</b>	<b>92,409</b>	<b>100,909</b>	<b>100,909</b>

**366 2002A WATER&SEWER BOND\$5M**

965-75	TRANSFER TO ESCROW AGENT	-	-	-	-	-
991-00	PRINCIPAL	40,000	45,000	45,000	55,000	55,000
995-00	INTEREST	64,138	62,438	62,438	60,334	60,334
999-00	PAYING AGENT FEES	275	275	275	275	275
965-16	BOND RESERVE INT EARNINGS TO YCUA	17,511	6,000	6,000	7,200	7,200
	<b>SUB-TOTAL 2002A WATER &amp; SEWER BC</b>	<b>121,924</b>	<b>113,713</b>	<b>113,713</b>	<b>122,809</b>	<b>122,809</b>

**367 2002C WS&SDS REV BONDS \$8.66M**

965-75	TRANSFER TO ESCROW AGENT	-	-	-	-	-
991-00	PRINCIPAL	220,000	230,000	230,000	245,000	245,000
995-00	INTEREST	199,450	190,450	190,450	180,950	180,950
999-00	PAYING AGENT FEES	250	250	250	250	250
965-16	BOND RESERVE INT EARNINGS TO YCUA	24,287	8,000	8,000	9,600	9,600
	<b>SUB-TOTAL 2002A WATER &amp; SEWER BC</b>	<b>443,987</b>	<b>428,700</b>	<b>428,700</b>	<b>435,800</b>	<b>435,800</b>

**368 2003A WATER SUPPLY&SEW.\$4.8**

991-00	PRINCIPAL	510,000	525,000	525,000	525,000	525,000
995-00	INTEREST	135,985	120,460	120,460	104,448	104,448
965-16	BOND RESERVE INT EARNINGS TO YCUA	11,341	3,000	3,500	3,600	3,600
999-00	PAYING AGENT FEES	-	-	225	-	225
	<b>SUB-TOTAL 2003A WATER &amp; SEWER BC</b>	<b>657,326</b>	<b>648,460</b>	<b>649,185</b>	<b>633,048</b>	<b>633,273</b>

**469 2003 D W Sup.&Sew \$5.3M DWRF**

991-00	PRINCIPAL	225,000	230,000	230,000	235,000	235,000
995-00	INTEREST	113,813	108,125	108,125	102,313	102,313
965-16	BOND RESERVE INT EARNINGS TO YCUA	10,925	400	3,400	480	480
	<b>SUB-TOTAL 2003D W SUP &amp; SEW \$5.3M</b>	<b>349,738</b>	<b>338,525</b>	<b>341,525</b>	<b>337,793</b>	<b>337,793</b>

**470 2003B W Sup.& Sew. REV BOND CONS 1.5M**

991-00	PRINCIPAL	30,000	30,000	30,000	30,000	30,000
995-00	INTEREST	55,363	54,313	54,313	53,263	53,263
999-00	PAYING AGENT FEES	225	225	225	225	225
965-16	BOND RESERVE INT EARNINGS TO YCUA	3,512	2,080	1,100	2,496	2,496
	<b>SUB-TOTAL 2003B W SUP &amp; SEWER RE</b>	<b>89,100</b>	<b>86,618</b>	<b>85,638</b>	<b>85,984</b>	<b>85,984</b>

**471 2003 C W Sup.&Sew. -\$785,000 DWRF**

991-00	PRINCIPAL	35,000	35,000	35,000	35,000	35,000
995-00	INTEREST	16,938	16,063	16,063	15,188	15,188
965-16	BOND RESERVE INT EARNINGS TO YCUA	2,724	280	500	336	336
	<b>SUB-TOTAL 2003C W SUP &amp; SEW \$785K</b>	<b>54,662</b>	<b>51,343</b>	<b>51,563</b>	<b>50,524</b>	<b>50,524</b>

**CITY OF YPSILANTI  
FISCAL SERVICES  
DEBT RETIREMENT WATER & SEWER BONDS  
EXPENDITURE ANALYSIS**

DEBT SERVICE FUND: WATER & SEWER BONDS		Actual 2007/2008	Original Budget 2008/2009	Amended Budget 2008/2009	Original Budget 2009/2010	Amended Budget 2009/2010
Acct. No.	Acct. Description					
<b>472 2004 A WATER &amp; SEWER REV \$2.7M</b>						
991-00	PRINCIPAL	60,000	60,000	60,000	60,000	60,000
995-00	INTEREST	103,715	101,735	101,735	99,755	99,755
999-00	PAYING AGENT FEES	225	225	225	225	225
965-16	BOND RESERVE INT EARNINGS TO YCUA	6,551	2,268	1,950	2,722	2,722
<b>SUB-TOTAL 2004A WATER &amp; SEWER RE</b>		<b>170,491</b>	<b>164,228</b>	<b>163,910</b>	<b>162,702</b>	<b>162,702</b>
<b>474 2004 B WS &amp; SEW \$6.33M DWRF</b>						
991-00	PRINCIPAL	270,000	275,000	275,000	280,000	280,000
995-00	INTEREST	120,700	114,909	114,909	109,013	109,013
965-16	BOND RESERVE INT EARNINGS TO YCUA	11,168	1,400	3,350	1,680	1,680
<b>SUB-TOTAL 2004B WATER &amp; SEW \$6.33</b>		<b>401,868</b>	<b>391,309</b>	<b>393,259</b>	<b>390,693</b>	<b>390,693</b>
<b>478 2006 WATER SUP. &amp; SEW. REF \$9.85</b>						
991-00	PRINCIPAL	-	25,000	25,000	25,000	25,000
995-00	INTEREST	399,944	399,475	399,475	398,538	398,538
999-00	PAYING AGENT FEES	321	321	321	321	321
965-16	BOND RESERVE INT EARNINGS TO YCUA	3,037	-	-	-	-
<b>SUB-TOTAL 2004A WATER &amp; SEWER RE</b>		<b>403,302</b>	<b>424,796</b>	<b>424,796</b>	<b>423,859</b>	<b>423,859</b>
<b>479 2007 W &amp; S REVENUE DWRF \$375K</b>						
991-00	PRINCIPAL	5,000	15,000	10,000	15,000	10,000
995-00	INTEREST	1,070	1,722	6,104	1,403	5,922
965-16	BOND RESERVE INT EARNINGS TO YCUA	215,096	-	-	-	-
<b>SUB-TOTAL 2004B WATER &amp; SEW \$6.33</b>		<b>221,166</b>	<b>16,722</b>	<b>16,104</b>	<b>16,403</b>	<b>15,922</b>
<b>480 2007 W &amp; S REVENUE DWRF \$375K</b>						
993-00	BOND ISSUANCE COSTS	1,455	-	-	-	-
965-16	BOND RESERVE INT EARNINGS TO YCUA	40,226	-	435,000	-	-
<b>SUB-TOTAL 2004B WATER &amp; SEW \$6.33</b>		<b>41,681</b>	<b>-</b>	<b>435,000</b>	<b>-</b>	<b>-</b>
<b>ALL WATER &amp; SEWER BONDS</b>						
965-16	TRANSFERS AND CONTRIBUTION YCUA	363,523	27,988	467,960	33,586	33,586
991-00	PRINCIPAL	1,445,000	1,530,000	1,525,000	1,575,000	1,570,000
993-00	BOND ISSUANCE COSTS	1,455	-	-	-	-
995-00	INTEREST	1,274,781	1,231,412	1,235,794	1,184,602	1,189,121
999-00	PAYING AGENT FEES	1,571	1,571	1,796	1,571	1,796
<b>GRAND TOTAL WATER &amp; SEWER BONDS</b>		<b>3,086,330</b>	<b>2,790,971</b>	<b>3,230,550</b>	<b>2,794,759</b>	<b>2,794,503</b>
<b>REVENUES MINUS EXPENDITURES</b>		<b>201,541</b>	<b>-</b>	<b>1,106</b>	<b>-</b>	<b>-</b>

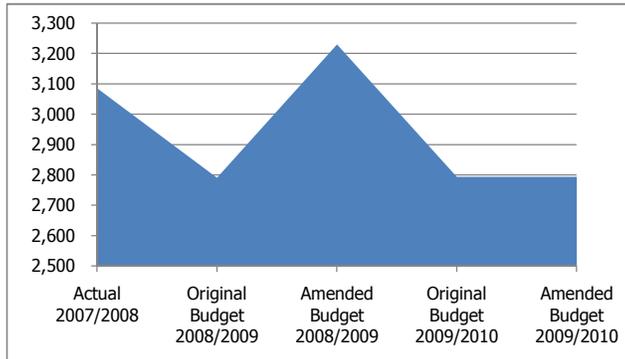
**VARIANCE ANALYSIS:**

Increase in bond proceeds fund 480 from Michigan Municipal Bond Authority for the DWRF 7248-01 for water and sewer construction at Armstrong and First Street

Bond principal in fund 479 decreased and interest increased due to revised payment schedule from Michigan Municipal Bond Authority.

Interest earned increased and continues to be transferred in its entirety to YCUA.

**ALL WATER & SEWER BOND DEBT RETIREMENT FUND EXPENSES  
IN (000)**



**12**

**MOTORPOOL  
FUND  
[641]**

# DEPARTMENT OF PUBLIC SERVICES

One South Huron Street, Ypsilanti, MI 48197  
 Phone: (734) 483-1421 Fax: (734) 483-1018

## DEPARTMENT DESCRIPTION:

The Department of Public Services is responsible for Street Maintenance, Fall Leaf Collection, Tree Maintenance, Building and Equipment Maintenance, Solid Waste Services, Recycling and Composting and Parks Maintenance. Each position is in the organizational chart of its home department with the understanding that all DPW employees work in whatever area of the department is needed.

## FUND 641 – MOTOR POOL

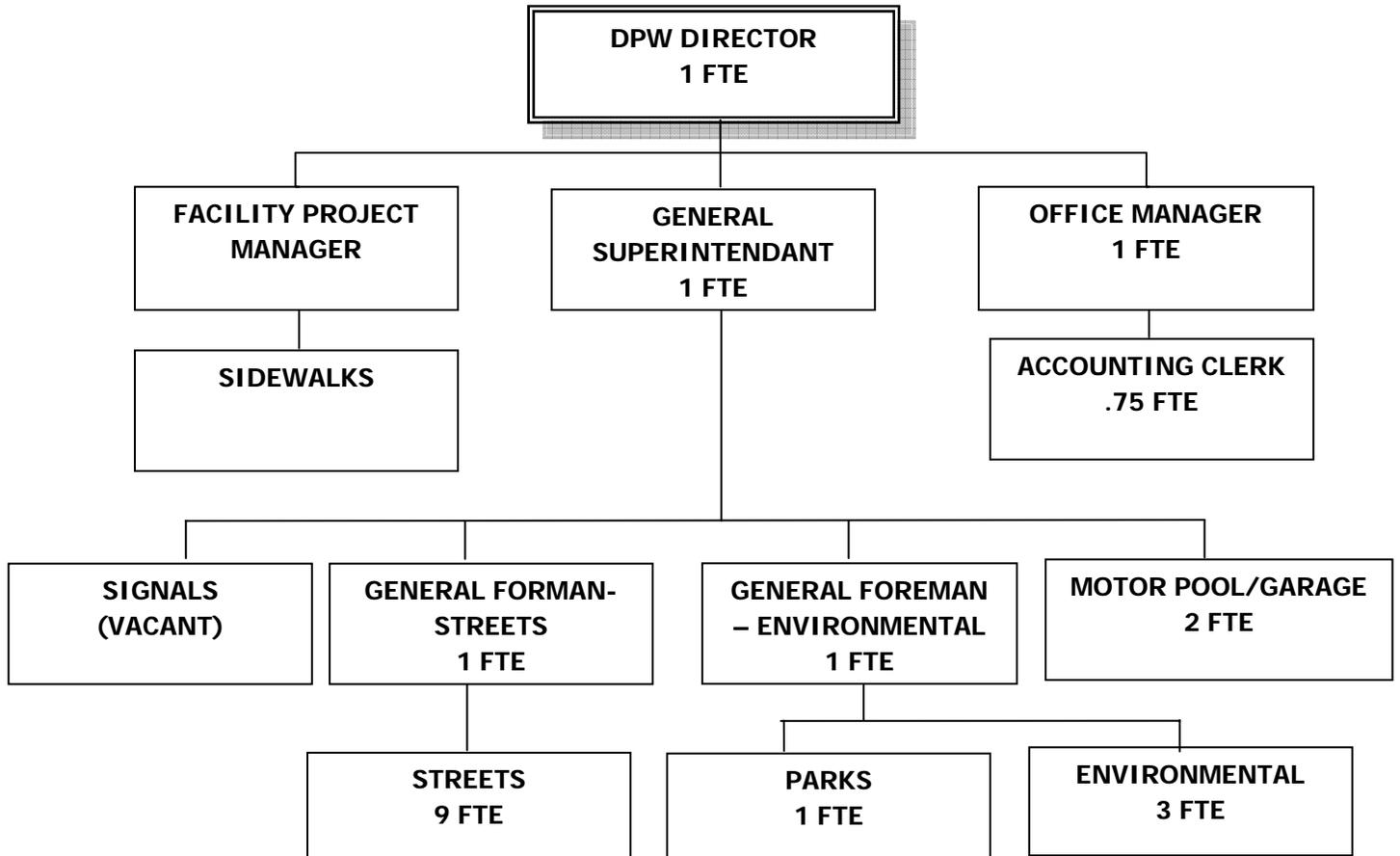
### Our Mission

To strive for excellence in service through sound professional fleet management techniques.

### Our Vision

Cost savings and reduced vehicle down time achieved with improved preventive maintenance procedures and computer inventory tracking.

### How We Are Structured



\*FTE = FULL TIME EMPLOYEE

<b>MOTOR POOL</b>	<b>SERVICES WE PROVIDE (PROGRAMS)</b>
Vehicle maintenance and repair	Maintenance and repair of all DPW vehicles and equipment
Maintain and track inventory	Maintain proficient records of all inventory
Write specifications for all new equipment purchases	Complete research necessary to write accurate specifications for new equipment
Purchase parts and supplies	Purchase parts, supplies and tools for the shop maintain warranties and purchasing records
Fuel management	Order & supply fuel for all city departments, track fuel use and invoice various departments and other agencies (Meals on Wheels and Ypsilanti Housing). Assign fuel keys to various city departments.

<b>What We Do</b> - - - - - ▶ <b>(Process and Activities)</b>	<b>What We Produce</b> - - - - - ▶ <b>(Outputs)</b>
Maintain & repair all DPW vehicles & equipment.	Well structured motor pool service area, with
Maintain proficient records of all inventories.	goals of preventative maintenance to repair and
Purchase parts, supplies and tools for garage.	maintain vehicles in the most cost efficient
Maintain warranties and purchasing records.	manner.
Research & write specifications for all new equipment purchases.	

<b>Who We Serve</b> - - - - - ▶ <b>(Customers)</b>	<b>What We Are Accomplishing</b> <b>(Outcomes)</b>
DPW Motor Pool	Well maintained and well serviced vehicles.
Environmental Service Motor Pool	
General Motor Pool	

<b>Who we are working with</b> - - - - - ▶ <b>(Partners)</b>	
Vendors	
MIOSHA	
MDOT	

**CITY OF YPSILANTI  
PUBLIC SERVICES  
MOTOR POOL FUND 641  
REVENUES**

Fund: 641 MOTORPOOL REVENUES		Actual	Original	Amended	Original	Amended
Dept: 000 REVENUES		2007/2008	Budget	Budget	Budget	Budget
Acct. No.	Acct. Description		2008/2009	2008/2009	2009/2010	2009/2010
573-03	HOMELAND SECURITY GRANT-YFD	607,500	-	-	-	-
664-00	INTEREST EARNINGS	146,165	32,000	116,000	38,400	38,400
664-09	GAIN/(LOSS) ON INVESTMENTS	-	-	-	-	-
664-10	GAIN/(LOSS) ON DISPOSAL ASSETS	7,419	-	24,471	-	-
665-00	APPRECIATION OF FAIR VALUE	182,187	-	-	-	-
668-01	EQUIPMENT RENTAL DPW	326,620	326,780	331,483	335,985	331,127
668-02	EQUIPMENT RENTAL POLICE	302,000	262,000	262,000	302,000	302,000
668-03	EQUIPMENT RENTAL FIRE	259,000	209,000	209,000	209,000	209,000
668-13	EQUIPMENT RENTAL GENERAL	7,500	9,500	11,000	11,000	11,000
668-15	EQUIPMENT RENTAL ENVIRONMENTAL	172,977	209,433	199,428	215,716	203,401
668-17	EQUIPMENT RENTAL BLDG DEPT	50,000	20,000	20,000	20,000	10,000
698-00	MISCELLANEOUS REVENUE	11,822	8,000	5,589	8,000	5,000
699-06	APPROPRIATION FB-MPOOL-DPW	-	107,617	196,520	127,763	379,914
699-07	APPROPRIATION FB-MPOOL-YPD	-	66,689	72,925	79,174	142,676
699-08	APPROPRIATION FB-MPOOL-YFD	-	93,404	71,136	110,890	124,567
699-09	APPROPRIATION FB-MPOOL-ES	-	365,674	113,692	433,909	282,738
699-10	APPROPRIATION FB-MPOOL-BLDG	-	6,003	6,050	7,125	10,057
<b>TOTAL REVENUE</b>		<b>2,073,190</b>	<b>1,716,100</b>	<b>1,639,294</b>	<b>1,898,962</b>	<b>2,049,880</b>

**CITY OF YPSILANTI  
PUBLIC SERVICES  
MOTOR POOL FUND 641  
EXPENDITURE ANALYSIS**

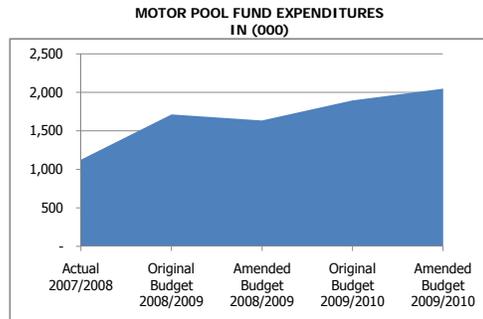
FUND: EXPENSES		Actual	Original	Amended	Original	Amended
Dept:		2007/2008	Budget	Budget	Budget	Budget
Acct. No.	Acct. Description		2008/2009	2008/2009	2009/2010	2009/2010
706-00	PERMANENT WAGES - SALARIES	90,283	109,860	115,915	113,156	117,200
707-00	TEMPORARY WAGES	17,515	-	-	-	-
709-00	OVERTIME WAGES	2,291	3,069	3,069	3,161	3,161
714-00	FRINGE BENEFITS	36,379	38,348	39,046	39,498	39,764
<b>SUB-TOTAL SALARIES, WAGES &amp; FRINGE</b>		<b>146,468</b>	<b>151,277</b>	<b>158,030</b>	<b>155,815</b>	<b>160,125</b>
751-00	GASOLINE & FUEL	129,026	133,183	120,736	135,829	126,850
757-00	OPERATING SUPPLIES	2,516	4,092	3,569	4,215	3,761
768-00	UNIFORMS, LAUNDRY, CLEANING	1,252	1,944	1,214	2,002	2,002
769-00	MAINTENANCE ALLOWANCE	200	400	400	406	400
775-00	REPAIR & MAINTENANCE SUPPLY	59,777	71,191	85,345	73,326	85,805
807-00	AUDIT FEES	4,296	3,797	3,797	3,912	3,711
818-00	CONTRACTUAL SERVICES	121,684	119,794	118,759	122,187	125,576
853-00	TELEPHONE	1,788	1,432	2,000	1,475	2,000
913-00	FLEET INSURANCE	81,587	91,686	91,552	98,183	98,575
920-00	PUBLIC UTILITIES	26,343	31,713	31,713	32,664	32,664
931-00	BUILDING MAINTENANCE	1,037	2,046	2,114	2,107	2,107
936-00	RADIO MAINTENANCE	32,936	34,246	34,621	35,109	35,150
943-00	EQUIPMENT RENTAL OR LEASE DEP	4,253	7,200	7,200	7,200	7,200
959-00	DEPRECIATION EXPENSE	415,970	458,706	472,566	430,541	516,746
987-10	CAPITAL-MOTORPOOL	-	372,000	400,046	518,000	611,000
<b>SUB-TOTAL OPERATING COSTS</b>		<b>882,665</b>	<b>1,333,430</b>	<b>1,375,632</b>	<b>1,467,156</b>	<b>1,653,547</b>
965-29	CONTRIBUTION TO GARBAGE FUND (226)	99,664	231,393	105,632	274,490	236,208
<b>SUB-TOTAL TRANSFERS &amp; CONTRIBUTIONS</b>		<b>99,664</b>	<b>231,393</b>	<b>105,632</b>	<b>274,490</b>	<b>236,208</b>
<b>GRAND TOTAL</b>		<b>1,128,797</b>	<b>1,716,100</b>	<b>1,639,294</b>	<b>1,897,461</b>	<b>2,049,880</b>
<b>REVENUES MINUS EXPENDITURES</b>		<b>944,393</b>	<b>-</b>	<b>-</b>	<b>1,501</b>	<b>-</b>

		Actual	FY 2008-09 Original Budget	FY 2008-09 Amended Budget	FY 2009-10 Original Budget	FY 2009-10 Amended Budget
<b>FUND BALANCE</b>			<b>3,350,711</b>	<b>3,350,711</b>	<b>2,890,388</b>	<b>2,890,388</b>
APPROPRIATION FB-MPOOL-DPW		705,439	(107,617)	(196,520)	(127,763)	(379,914)
APPROPRIATION FB-MPOOL-YPD		507,168	(66,689)	(72,925)	(79,174)	(142,676)
APPROPRIATION FB-MPOOL-YFD		1,175,646	(93,404)	(71,136)	(110,890)	(124,567)
APPROPRIATION FB-MPOOL-ES		896,297	(365,674)	(113,692)	(433,909)	(282,738)
APPROPRIATION FB-MPOOL-BLDG		66,161	(6,003)	(6,050)	(7,125)	(10,057)
<b>CURRENT ASSETS-END OF YEAR</b>		<b>3,350,711</b>	<b>2,711,324</b>	<b>2,890,388</b>	<b>2,131,527</b>	<b>1,950,436</b>

STAFFING	FY 2007-08 Actual	FY 2008-09 Original Budget	FY 2008-09 Amended Budget	FY 2009-10 Original Budget	FY 2009-10 Amended Budget
MOTOR POOL	2.00	2.00	2.00	2.00	2.00
<b>TOTAL - MOTOR POOL</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>

VARIANCE ANALYSIS:

Equipment purchase for Environmental Services were lowered for the current year reducing the amount of corresponding fund balance that will need to be used.



**RETIREE HEALTH  
CARE  
[736]**

# ADMINISTRATIVE SERVICES

One South Huron Street, Ypsilanti, MI 48197

Phone: (734) 483-1105 Fax: (734)482-7784

**DEPARTMENT DESCRIPTION:**

Payments to vendors for retiree life, vision, dental, and health care are made out of this fund.

## Retiree Health Care Fund

<p><b>Our Mission</b></p> <p>To provide each retiree benefits in accordance with the contract which was in force for that employee at the time they retired.</p>	<p><b>Our Vision</b></p> <p>To pay benefit costs for current retirees and contribute to build the trust fund to cover future benefit payments.</p>
--	--

**How We Are Structured**



RETIREE HEALTH CARE	SERVICES WE PROVIDE(PROGRAMS)
Benefit Changes	Provide information regarding any changes in benefit plans that may affect retiree coverage.
Accounts Payable	Monitor vendor invoices to verify membership changes are processed, coverage changes are processed and pricing is correct. Voucher and submit invoices for payment.
Budgeting	Prepare budget for retiree health care.
Other Post Employment Benefits Trust	Transfer funds to the OPEB trust at year end – separate general retirees from Fire and Police retirees.
Billing	Bill general retirees for their portion of the benefit costs as required.
Accounting	Maintain accurate records of payments and deductions. Maintain a comparison of historical costs.

<b><u>What We Do</u></b> - - - - - ▶ (Process and Activities)	<b><u>What We Produce</u></b> - - - - - ▶ (Outputs)
Payroll	Deduct co-pays from pension checks for Fire and Police retirees. Issue checks for health care waivers to qualified Fire and Police retirees.
Accounts Payable	Issue payments to vendors for approved invoices.
Fringe Benefit Costs	Audit monthly invoices for medical, prescription, vision, dental and LTD. Bill retirees and housing. Maintain record of historical cost.
General Ledger	Prepare GASB journal entries for retiree health care. Reconcile accounts to supporting documents.
Budget	Project cost of benefits for upcoming periods and prepare budget estimates for future years.

<b><u>Who We Serve</u> - - - - -&gt;</b> <b>(Customers)</b>	<b><u>What We Are Accomplishing</u></b> <b>(Outcomes)</b>
Retirees	Deduct Fire and Police retiree payments for health care costs from their pension check. Usually these are for their spouse per their last contract. Pay health care waivers to retirees who don't use our health care plan.
Budget Committee	Accurate record of actual expenses/revenues. Support in budget process.
City Council	Accurate financial information to facilitate leadership decisions.
Vendors	Accurate and timely payments for goods/services.

<b><u>Who We Are Working With</u> - - - - -&gt;</b> <b>(Partners)</b>	
Retirees	Provide retirees with information regarding the cost to them for the new year for benefits they are currently enrolled in .
Vendors	Submit retiree changes in coverage such as a change in dependants, marital status etc.
Actuaries	Provide them with data and receive in return an actuarial valuation for benefit costs for current and future retirees.

**CITY OF YPSILANTI  
ADMINISTRATIVE SERVICES  
RETIREE BENEFIT FUND 736  
REVENUES**

Fund: 736 RETIREE BENEFITS FUND		Actual	Original	Amended	Original	Amended
REVENUES		2007/2008	Budget	Budget	Budget	Budget
Dept: 000 REVENUES			2008/2009	2008/2009	2009/2010	2009/2010
Acct. No.	Acct. Description					
664-00	INTEREST EARNINGS	14,612	10,000	3,000	10,000	3,000
676-10	F&P RETIREES BENEFITS-FROM 101	804,210	872,000	979,849	903,100	855,813
676-24	MERS RETIREES BENEFITS -FR 101	463,600	610,640	531,710	664,736	472,605
698-00	MISCELLANEOUS REVENUE	28,108	30,000	30,000	30,000	30,000
	<b>TOTAL REVENUE</b>	<b>1,310,530</b>	<b>1,522,640</b>	<b>1,544,559</b>	<b>1,607,836</b>	<b>1,361,418</b>

**CITY OF YPSILANTI  
ADMINISTRATIVE SERVICES  
RETIREE BENEFIT FUND 736  
EXPENSES**

FUND: EXPENSES		Actual	Original	Amended	Original	Amended
		2007/2008	Budget	Budget	Budget	Budget
			2008/2009	2008/2009	2009/2010	2009/2010
Acct. No.	239 GENERAL RETIREES					
714-00	FRINGE BENEFITS	244,380	360,640	271,995	414,736	300,900
818-00	CONTRACTUAL SERVICES	3,700	9,715	9,715	1,705	1,705
	<b>SUB-TOTAL GENERAL RETIREE BENEFITS</b>	<b>248,080</b>	<b>370,355</b>	<b>281,710</b>	<b>416,441</b>	<b>302,605</b>
	<b>240 FIRE &amp; POLICE RETIREES</b>					
714-00	FRINGE BENEFITS	517,419	622,000	580,000	653,100	638,000
818-00	CONTRACTUAL SERVICES	14,879	9,715	9,715	1,705	1,705
	<b>SUB-TOTAL F &amp; P RETIREE BENEFITS</b>	<b>532,298</b>	<b>631,715</b>	<b>589,715</b>	<b>654,805</b>	<b>639,705</b>
	<b>967 TRANSFERS &amp; CONTRIBUTIONS</b>					
965-80	TRANSFER TO OPEB TRUST GENERAL RETI	150,000	250,000	250,000	250,000	170,000
987-10	TRANSFER TO OPEB TRUST F & P RETIREES	279,212	250,000	390,134	250,000	216,108
	<b>SUB-TOTAL TRANSFERS TO OPEB TRUS</b>	<b>429,212</b>	<b>500,000</b>	<b>640,134</b>	<b>500,000</b>	<b>386,108</b>
	<b>GRAND TOTAL</b>	<b>1,209,590</b>	<b>1,502,070</b>	<b>1,511,559</b>	<b>1,571,246</b>	<b>1,328,418</b>

<b>REVENUES MINUS EXPENDITURES</b>	<b>100,940</b>	<b>20,570</b>	<b>33,000</b>	<b>36,590</b>	<b>33,000</b>
------------------------------------	----------------	---------------	---------------	---------------	---------------

	FY 2007-08	FY 2008-09	FY 2008-09	FY 2009-10	FY 2009-10
STAFFING	Actual	Original	Amended	Original	Amended
		Budget	Budget	Budget	Budget
RETIREE BENEFITS	0.00	0.00	0.00	0.00	0.00
<b>TOTAL - RETIREE BENEFITS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**Balance in OPEB Trust 12/31/2008**  
 General Retiree Trust 366,505  
 F & P Retiree Trust 1,048,413

**VARIANCE ANALYSIS:**

The decision of the Michigan Tax Tribunal case with ACH resulted in one time greater revenues than budgeted for 2008-2009

Health care costs increased less than was originally budgeted for.

**RETIREE BENEFITS FUND EXPENDITURES  
IN (000)**

