

CITY OR VILLAGE OF: Ypsilanti

**Act 51**  
**STREET FINANCIAL REPORT**  
**FOR CITIES AND VILLAGES**  
**FOR THE FISCAL YEAR ENDED**  
**June 30, 2012**

*This information is required in accordance with Act 51 of P.A. 1951, as amended. Failure to provide this information will cause funds to be withheld. This report is subject to review by Michigan Department of Transportation and correction by the submitting agency before final acceptance by Michigan Department of Transportation.*

The financial report accurately reflects the REVENUES AND EXPENDITURES OF ALL STREET WORK and funds by systems, and conforms to the requirements of P.A. 51 of 1951, as amended.

**ATTEST**

\_\_\_\_\_  
Clerk or Treasurer Signature

\_\_\_\_\_  
Marilou Uy  
Print Name

\_\_\_\_\_  
muy@cityofypsilanti.com  
E-mail address

\_\_\_\_\_  
(734)428-1105  
Phone number

\_\_\_\_\_  
Date 12/13/2012

\_\_\_\_\_  
Street Administrator Signature

\_\_\_\_\_  
Stan Kirton  
Print Name

\_\_\_\_\_  
skirton@cityofypsilanti.com  
E-mail address

\_\_\_\_\_  
(734)482-1421  
Phone number

\_\_\_\_\_  
Date 12/13/12

Copy

**BALANCE SHEET**

ASSETS	MAJOR STREET FUND	LOCAL STREET FUND
<b>1. Cash</b>	\$ 1,247,228.00	\$ 596,189.00
<b>2. Investments</b>	2,385.00	-
<b>3. Receivables</b>		
a. Accounts	7,233.00	-
b. Due From Other Governmental Units	-	-
c. Special Assessments	-	-
d. Interest	-	-
e. Other	-	243.00
<b>4. Due From State</b>		
a. Michigan Transportation Fund (MTF)	132,242.00	44,087.00
b. Trunkline Preservation	-	-
c. Road Projects	-	-
d. Other	-	-
<b>5. Due From Federal Government</b>		
a. Federal Highway Administration (FHWA)	-	-
b. Other	-	-
<b>6. Due From Other Funds</b>		
a. General	-	-
b. Major Street	-	-
c. Local Street	-	-
d. Municipal Street	-	-
e. Other	-	-
<b>7. Inventory</b>	-	-
<b>8. Other Assets</b>		
a. Prepaid Expenses	-	-
b. Other	-	-
<b>9. TOTAL ASSETS</b> (must agree with Total Liabilities and Fund Balance - line 14)	<b>\$ 1,389,088.00</b>	<b>\$ 640,519.00</b>

**BALANCE SHEET**

LIABILITIES AND FUND BALANCES	MAJOR STREET FUND	LOCAL STREET FUND
<b>10. Accounts Payable</b>	\$ 55,757.00	\$ 18,781.00
<b>11. Due To Other Funds</b>		
a. General	-	-
b. Major Street	-	-
c. Local Street	-	-
d. Other	-	-
<b>12. Other Liabilities</b>		
a. Due to State	-	-
b. Accrued Payroll	4,093.00	4,323.00
c. Other Accrued Liabilities	-	-
d. Advances From Other Funds	-	-
e. Deferred Revenue	-	-
<b>13. Fund Balance (This amount is populated from line 53)</b>	1,329,238.00	617,415.00
<b>14. TOTAL LIABILITIES AND FUND BALANCE (Must agree with Total Assets - line 9)</b>	<b>\$ 1,389,088.00</b>	<b>\$ 640,519.00</b>

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE**

REVENUES	MAJOR STREET FUND	LOCAL STREET FUND
<b>15. Tax Levies</b>	\$ -	\$ -
<b>16. Federal Grants</b>		
a. MDOT Payments to Private Contractors	-	-
b. Negotiated Contracts	-	-
<b>17. State Grants</b>		
a. Michigan Transportation Fund (Act 51)	813,659.00	270,340.00
b. Winter Maintenance (Act 51)	23,797.00	-
c. Local Bridge Fund	-	-
d. Transportation Economic Development Fund	-	-
e. Metro Act Fund	-	-
f. Other	-	-
<b>18. State Trunkline Preservation (must show expenditures on line 34)</b>	<b>27,394.00</b>	
<b>19. Interest</b>	<b>4,994.00</b>	<b>1,819.00</b>
<b>20. Special Assessments</b>	-	-
<b>21. Contributions From Counties</b>	-	-
<b>22. Contributions From Adjacent Governmental Units</b>	-	-
<b>23. Miscellaneous</b>	<b>136,464.00</b>	<b>67,189.00</b>
<b>24. TOTAL REVENUES</b>	<b>\$ 1,006,308.00</b>	<b>\$ 339,348.00</b>

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE**

EXPENDITURES	MAJOR STREET FUND	LOCAL STREET FUND
25. Construction - Streets (Incl. Eng. & R.O.W.)	\$ -	\$ -
26. Construction - Structures (Incl. Eng. & R.O.W.)	-	-
27. Preservation - Streets	879,978.00	426,992.00
28. Preservation - Structures	20,581.00	-
29. Traffic Services - Streets and Structures	115,261.00	21,390.00
30. Winter Maintenance - Streets and Structures	50,767.00	44,335.00
31. Administration, Engineering & Record Keeping	82,025.00	27,032.00
32. Roadside Parks (Major Street Only)	-	-
33. Contributions to Adjacent Governmental Units	-	-
34. State Trunkline Preservation (must show revenue on line 18)	40,971.00	-
35. State Trunkline Construction - City/Village Share	-	-
36. Miscellaneous	30,882.00	-
<b>DEBT SERVICE</b>		
37. Principal	-	-
38. Interest and Bank Fees	-	-
<b>39. TOTAL EXPENDITURES</b>	<b>\$ 1,220,465.00</b>	<b>\$ 519,749.00</b>

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE**

OTHER FINANCING SOURCES (USES)	MAJOR STREET FUND	LOCAL STREET FUND
40. General Fund	\$ 132,046.00	\$ -
41. Municipal Street Fund	-	-
42. Capital Improvement Fund	-	-
43. Transfer - Major to Local	(174,054.00)	174,054.00
44. Transfer - Local to Major	-	-
45. Bond Proceeds	-	-
46. Equipment Installment Purchase Proceeds	-	-
47. Other	-	-
<b>48. TOTAL OTHER FINANCING SOURCES (USES)</b>	<b><u>\$(42,008.00)</u></b>	<b><u>\$ 174,054.00</u></b>
<b>49. Excess of Revenues and Other Sources Over/Under Expenditures and Other Uses</b>	<b>(256,165.00)</b>	<b>(6,347.00)</b>
<b>50. Fund Balance at Beginning of Year</b>	<b>1,585,403.00</b>	<b>623,762.00</b>
<b>51. Prior Period Adjustment</b>	<b>-</b>	<b>-</b>
<b>52. Adjusted Fund Balance at Beginning of Year</b>	<b>1,585,403.00</b>	<b>623,762.00</b>
<b>53. Fund Balance at End of Year</b>	<b><u>\$ 1,329,238.00</u></b>	<b><u>\$ 617,415.00</u></b>

**ACTUAL QUALIFIED EXPENDITURES FOR NONMOTORIZED IMPROVEMENTS**

Your Grand Total must equal or exceed 1% of your Fiscal Year MTF returns multiplied by 10.

\*Sum of lines 17a and 17b, Major and Local

$\$1,107,796.00 \times .01 \times 10 = \$110,779.60$

<b>Fiscal Year</b>	<b>2003</b>	<b>2004</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>	
<b>Expenditures</b>	186,767.00	13,712.00	103,660.00	1,725.00	5,280.00	
<b>Fiscal Year</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>Grand Total</b>
<b>Expenditures</b>	7,115.00	120,213.00	196,849.00	22,735.00	30,881.99	<u>\$ 688,937.99</u>

*Detailed records must be maintained for future reference or review.*

**Distribute Current Year Expenditures to the Following Categories**

<b>Road Facilities</b>	<b>Non-Road Facilities</b>	<b>Non-Motorized Services</b>
Bike Lanes: \$ 30,881.99	Shared Use Paths/Structures: \$ -	Planning/Education: \$ -
Shoulders: \$ -	Sidewalks/Curb Ramps: \$ -	
Other: \$ -	Pavement Markings/Signs: \$ -	
	Other: \$ -	

**SCHEDULE OF CAPITAL ASSETS  
MAJOR AND LOCAL STREET FUNDS**

**CURRENT YEAR**

<b>Date of Purchase</b>	<b>Description</b>	<b>Fund</b> M = Major L = Local	<b>Original Purchase Price</b>	<b>Prior Years Depreciation</b>	<b>Beginning Book Balance</b>	<b>Depreciation Expense</b>	<b>Ending Book Balance</b>
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)

**Totals:**

**SCHEDULE OF LONG TERM DEBT  
MAJOR AND LOCAL STREET FUNDS**

**CURRENT YEAR**

Date of Issue	Description	Fund M = Major L = Local	Amount of Issue	Date of Maturity	Amount Retired Prior Year(s)	Beginning Balance	Bank Fees Interest Expenses Amount	Amount Retired	Ending Balance
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)

Totals:

**ASSET MANAGEMENT1  
Projects Completed During the County Fiscal Year**

Work Type:

MDOT Job #	Agency Job ID	Number of Lanes Treated	PR		Location		Date Open to Traffic	Pavement Type
			Version	Number	Begin Mile Point	End Mile Point		

Sub Ledger Report - Assets

Line: 1 Cash - Major

Account	Amount (\$)	Description
001-01	1,247,228.00	CLAIM ON POOLED CASH

Line: 2 Investments - Major

Account	Amount (\$)	Description
017-00	2,385.00	INVESTMENT IN BONDS/SECURITIES

Line: 3 Accounts - Major

Account	Amount (\$)	Description
040-00	7,233.00	ACCOUNTS RECEIVABLE

Line: 3 Other - Local

Account	Amount (\$)	Description
040-01	243.00	MISC ACCT RECEIVABLE

Line: 4 Michigan Transportation Fund (MTF) - Major

Account	Amount (\$)	Description
078-00	132,242.00	DUE FROM STATE

Report Date: 12/13/2012

ACT51

CITY/VILLAGE STREET FINANCIAL REPORT

City or Village of: Ypsilanti

Fiscal Year - 2012

Start: 07/01/2011 End: 06/30/2012

Sub Ledger Report - Liabilities

Line: 10 Accounts Payable - Major

Account	Amount (\$)	Description
202-00	55,757.00	ACCOUNTS PAYABLE

Line: 12 Accrued Payroll - Major

Account	Amount (\$)	Description
257-00	4,093.00	ACCRUED PAYROLL

Sub Ledger Report - Revenues

Line: 17 Michigan Transportation Fund (ACT 51) - Major

Account	Amount (\$)	Description
574-01	813,659.00	GAS AND WEIGHT TAX

Line: 17 Winter Maintenance (ACT 51) - Major

Account	Amount (\$)	Description
574-02	23,797.00	WINTER MAINTENANCE

Line: 18 State Trunkline Preservation (Must show expenditure on line 34) - Major

Account	Amount (\$)	Description
574-05	27,394.00	STATE TRUNKLINE MAINT

Line: 19 Interest - Major

Account	Amount (\$)	Description
664-00	4,994.00	INTEREST

Line: 23 Miscellaneous - Local

Account	Amount (\$)	Description
476-01	2,220.00	FRANCHISE/PERMIT FEES
694-01	184.00	MICESLLANEOUS REVENUE
676-04	4,500.00	STORM WATER EMU REIMBURSEMENT
694-02	60,285.00	SALT REIMBURSEMENT

Line: 23 Miscellaneous - Major

Account	Amount (\$)	Description
694-01	31,162.00	MISCELLANEOUS REVENUE
666-01	791.00	APPRECIATION OF FAIR VALUE
676-04	4,819.00	STORM WATER EMU REIBURSEMENT
676-05	93,722.00	EAST CROSS REIMB - YCUA
476-01	5,970.00	FRANCHISE/PERMIT FEES

Sub Ledger Report - Expenditures

Line: 27 Preservation Streets - Local

Account	Amount (\$)	Description
4640	145,536.00	PRESERVATION STRETS
4660	32,845.00	SWEEPING & FLUSING
4690	54,615.00	DRAINAGE STRUCTURES
4720	119,308.00	TREE MAINTENANCE
714-XX	4,490.00	4470 BENEFITS
714-XX	4,947.00	4411 BENEFITS
4790	64,260.00	SALT FOR OTHER ENTITIES
822-24	991.00	4411 LIABILITY INSURANCE

Line: 27 Preservation Streets - Major

Account	Amount (\$)	Description
975-03	1,405.00	9022 SUMMIT DIVISION
975-03	10,044.00	9027 WASHTENAW ST
975-02	67,523.00	9047 E CROSS - RIVER TO PROSPECT
975-05	111,009.00	9047 E CROSS RIVER TO PROSPECT
-	59,532.00	4690 DRAINAGE STRUCTURES
975-00	25,600.00	9046 GROVE - I94 TO EMERICK
975-03	63,256.00	9047 E. CROSS RIVER TO PROSPECT
975-00	37,680.00	9048 W CROSS WALLACE TO WASHTENAW
975-03	122,059.00	9050 E & W CROSS STREETScape
818-00	122,405.00	9054 DEPOT TOWN PAVING
975-02	9,641.00	9054 DEPOT TOWN PAVING
-	71,976.00	4720 TREE MAINTENANCE
714-XX	6,841.00	4470 BENEFITS
714-XX	7,018.00	4411 BENEFITS
822-24	496.00	4411 LIABILITY INSURANCE
-	130,406.00	4640 SURFACE MAINTENANCE
-	33,087.00	4660 SWEEPING & FLUSHING

Line: 28 Preservation Structures - Major

Account	Amount (\$)	Description
975-02	9,541.00	9043 FACTORY STREET BRIDGE
975-03	3,840.00	9043 FACTORY STREET BRIDGE
-	7,200.00	4460 BRIDGES

Line: 29 Traffic Services Streets and Structures - Major

Account	Amount (\$)	Description
-	115,261.00	4740 TRAFFIC SERVICES

Line: 30 Winter Maintenance Streets and Structures - Major

Account	Amount (\$)	Description
-	50,767.00	4780 WINTER MAINTENANCE

Line: 31 Administration, Engineering & Record Keeping - Local

Account	Amount (\$)	Description
4411	12,404.00	PUBLIC WORKS ADMINISTRATION

ACT51

Fiscal Year - 2012

CITY/VILLAGE STREET FINANCIAL REPORT

Start: 07/01/2011 End: 06/30/2012

**Sub Ledger Report - Expenditures**

4470	14,628.00	ENGINEERING SERVICES
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**Line: 31 Administration, Engineering & Record Keeping - Major**

Account	Amount (\$)	Description
-	39,844.00	4411 PUBLIC WORKS ADMIN
-	42,181.00	4470 ENGINEERING SERVICES

**Line: 34 State Trunkline Preservation (Must show revenue on line 18) - Major**

Account	Amount (\$)	Description
-	1,826.00	5030 ST TRUNKLINE OVHD ADMIN
-	92.00	4850 ST TRUNKLINE GRASS & WEED
-	7,416.00	4860 ST TRUNKLINE SURF MAIN
-	1,363.00	4870 ST TRUNK TREES/SHRUB
-	1,435.00	4880 ST TRUNK SWEEP/FLUSH
-	9,191.00	4910 ST TRUNK DRAIN STRUCT
-	835.00	4940 ST TRUNK TRAFFIC SERVICES
-	15,582.00	4970 ST TRUNK WINTER MAINT
-	3,231.00	4971 SALT LOADING

**Line: 36 Miscellaneous - Local**

Account	Amount (\$)	Description
-	0.00	CURB CUTS, NONMOTORIZED PLAN

**Line: 36 Miscellaneous - Major**

Account	Amount (\$)	Description
-	30,882.00	9055 NON-MOTORIZED IMPROVEMENT

**Sub Ledger Report - Other Financing Sources (Uses)**

**Line: 40 General Fund - Major**

Account	Amount (\$)	Description
699-01	132,046.00	CONTRIBUTION FROM GENERAL

**Line: 43 Transfer Major To Local - Major**

Account	Amount (\$)	Description
999-03	-174,054.00	TRANSFER MAJOR TO LOCAL

**Line: 47 Other - Local**

Account	Amount (\$)	Description
-	0.00	SIDEWALK FUND

**Line: 47 Other - Major**

Account	Amount (\$)	Description
-	0.00	SIDEWALK FUND

Report Date: 12/13/2012

ACT51

CITY/VILLAGE STREET FINANCIAL REPORT

City or Village of: Ypsilanti

Fiscal Year - 2012

Start: 07/01/2011 End: 06/30/2012

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Sub Ledger Report - Non Motorized

Line: 55 Bike Lane

Account	Amount (\$)	Description
818-00	27,300.00	E CROSS RIVER TO PROSPECT
818-00	3,581.99	FOREST AVE

Year Ended - 2012

Start: 07/2011 End 06/2012

**Report Errors:**

Line No	Screen	Error Description
9	Assets	Total Assets (Line 9) must be equal to Total Liabilities and Fund Balance (Line 14). You must correct this error before submitting your report.
14	Liabilities	Total Liabilities and Fund Balance (line 14) must be equal to Total Assets (line 9). You must correct this error before submitting your report

*Rounded*

**Report Warnings:**

Line No	Screen	Warning Description	Explanation
17	Revenues	The amount you have entered differs by more than \$50 from the calculated MTF distributions in the Act 51 system. Enter an explanation.	
31	Expenditures	This amount exceeds the allowable 10% of MTF Distributions. Please provide an explanation as to why this amount is over the allowable limit.	

*mi. gov. / Act 51*



STATE OF MICHIGAN  
DEPARTMENT OF TRANSPORTATION  
LANSING

RICK SNYDER  
GOVERNOR

KIRK T. STEUDLE  
DIRECTOR

September 20, 2011

*NO space*  
*tucho 4750*  
*Jackson 1*  
*Pfeiffer, Hastings, 4750, Wesley*

Mr. Harry Hutchison  
Ypsilanti Street Administrator  
1 S. Huron Street  
Ypsilanti, MI 48197-5453

Dear Mr. Hutchison:

Act 51 Distribution and Reporting System - Unique Agency Code

The Michigan Department of Transportation will be implementing a new system for Act 51 reporting starting October 1, 2011. The new system is called Act 51 Distribution and Reporting System (ADARS). You will be completing your annual Act 51 reports in ADARS through the internet.

To access ADARS, each agency will have a unique agency code. This code will be used to gain access to ADARS after you have registered through the State of Michigan's Single Sign On system.

The unique code for your agency is 88023. This code must be used by everyone in your agency accessing ADARS. Please share this code with appropriate individuals.

Training information for ADARS has been sent to you in a separate mailing. Visit our website for announcements of future training dates at [www.michigan.gov/act51](http://www.michigan.gov/act51).

If you have any questions, please contact Lori Cole at 517-335-2556 or [colet@michigan.gov](mailto:colet@michigan.gov), or Mary Cumberworth at 517-241-3178 or [Cumberworthm@michigan.gov](mailto:Cumberworthm@michigan.gov).

*Brian Sanada*  
*517-373-2220*

Sincerely,

Brenda Chapman, Supervisor  
Financial/County Outreach Services Unit  
Financial Operations Division

cc: Treasurer/Finance Director

*single 1800-968-2644*  
*sign on*