



Memorandum

To: Mayor Bashert

From: Frances McMullan, City Manager

Date: May 31, 2019

Subject: Council Information Letter

CITY CLERK OFFICE

1. Staff has begun the MML Insurance Renewal Process.
2. Solid circle AHB software has been fully implemented.
3. Staff has begun preparation for the August 6th Special Election
 - a. Polling locations will be consolidated to 6 opposed to 10 as allowed by state law.
 - i. Ward 2 Precincts 1, 2, & 3
 - ii. Ward 2 Precinct 4 & Ward 3 Precinct 1
 - iii. Ward 3 Precincts 2 & 3
4. Tentative installation date for Council technology upgrades is scheduled for the week of June 17th.

DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT

Developments – Planning Commission is cancelled for this month. We are waiting on a submittal from Cultivate on a site plan.

Recycling Cards - Staff has processed 484 Recycling Cards to date.

Medical Marijuana – Staff is working on collecting data for Recreational Marijuana for our June 11th Council Road Meeting

Grants. Staff continues working through the process of the Friends of the Rutherford Pool Grants.

TAP Grant – Staff continues to work on a TAP grant with OHM and WATS, MDOT, and Ypsilanti Township. On the I-94 Pedestrian Crossing.

Master Plan/Sustainability Plan/Non-Motorized Plan – a committee has been formed to start the process of creating the sustainability plan and updating the master plan.

Parks update - the hazard removal work has been completed and the new trash cans, picnic tables, bike racks and wood chips installed over the next 30 days. We will also be refreshing the signage at most of the parks this fiscal year.

L DFA Tech Talent Youth Development – interviews were had and 13 students have been placed through the Summer 19 program to local tech companies.

DDA updates – the Downtown Ambassador Program will begin in late June, the DDA Façade and Building Rehab Grants deadline is June 3, the green Depot Town Signage is in the process of getting a refresh, and the landscaping is in process of getting installed in our business districts.

YPSI Pride and June First Fridays is on June 7th this year.



May 30, 2019

City of Ypsilanti Fire Department

Activity Report:

	March 2019	April 2019	<i>May 2019</i>
Fire & EMS Calls	144	111	171
Inspections	2	3	4
Non-emergency requests	2	0	1
Training hours	-	-	210

Grants:

- Self-Contained Breathing Apparatuses (SCBAs) have been received. All Fire Suppression personnel will be receiving training to use the new SCBAs in June.

Personnel Highlights:

- The YFD posted for the Lieutenant promotional exam.
- The YFD is in the process of taking and reviewing applications to fill 2 firefighter positions.

Apparatus Update:

- Tower 1 is back in service. However, additional repairs are still needed and we'll be taking it out of service again towards the end of May or beginning of June. It will be going to Zahnen's shop in Greenville, MI for a couple of weeks.

DEPARTMENT OF PUBLIC SERVICES

Department of Public Service

City General

Here to report we have gone through the city completely sweeping each street. Our focus has also been on Down Town with the increase of events scheduled.

- A. **Proud Day;** Our city wide cleanup / organizing partnership to improve and build upon the City's Image and to inspire its citizen. DPS role and collaboration helped us determine some ongoing areas of interest and recapture of some areas somewhat forgotten.
- B. **Memorial Parade;** One of the city's older special events and kick off for the changing season was successful and fun. These event are not successful without the help of other departments.
- C. **Park Maintenance;** Along with the challenge of the excess rain/flooding DPS has manage to cut grass in every park at least once. The City's major event parks continue to be schedule as work is ongoing to insure a great experience. Remembering there is over 92 acre of park land and one guy to manage. We have had successful Running Events, Pool Openings, and Concert in the Park, Chair Replanting, and Car Show.
- D. **B2B;** Trashcans have been placed throughout trail to aid citizen.

Streets & Roads Maintenance

- 1. Ypsilanti Storm Sewer SAW Grant; summer 2019 televising, May 2021 completion. The goal is to depict the approximated spatial location (various sizes of storm pipe in system) of mapped features within the community.
- 2. ADARS Act 51-PASER Rating; Scheduling: This is the means by which every few years condition of street are examined to assist in planning of future budget and priorities.
- 3. 2019 Road Repairs; S. Congress, N. Huron, & Harriet Bid Letting schedule June 7.

DPS-Developing Positive Strategies

HUMAN RESOURCES

New Hire:

First Name	Last Name	Hire Date
Wendy	Cline	5/16/2019
David	Flynn	5/20/2019
Delonzo	Weaver	5/20/2019

POLICE DEPARTMENT

Activity Report

Statistics for the current period reflected by the past three months with two (2) day remaining in May.

	March	April	May
Arrests	48	63	48
Tickets	71	107	64
Calls for Service	1124	1243	1136
Reports	200	213	208

Personnel:

Elizabeth Hunt has been selected for promotion to Sergeant and will begin in the capacity on May 27th.

Probationary Officer Turner has completed the FTO program is assigned to solo patrol. Officer Sloan is currently in Step 3 of the FTO program and is on track for solo patrol mid-June. Probationary Officer Kain has entered the 3rd phase of the FTO program. Probationary Officer Burgess is in phase 2 of the FTO Program. Probationary Officer McBee will be started with the department on April 29th and is in phase 1 of the FTO program. Probationary Officer Dunlop graduated the Police Academy on May 2nd and is in phase 1. One candidate has been tendered a conditional offer and is currently in the final stages of testing.

5/6-13 and 20 - Either Chief DeGiusti or Lt. Yuchasz attended the Monday Morning Parkridge Community meeting.

5/11 - Chief DeGiusti attended the Heritage Park Association Meeting.

5/11- The Color Run was held in the City. No major problems occurred.

5/15 – Chief DeGiusti attended the Washtenaw County Curriculum of Care meeting (Homelessness in Washtenaw County).

5/16- The annual Police Memorial Service was conducted in Washtenaw 100 Park.

5/18- YPD participated in Clean-up Day by working around the station cleaning and planting.

5/22- Interviews were conducted for Police Officer position in anticipation of increased staffing in the upcoming budget year.

5/23 - Ypsilanti Police Advisory Commission had their regular meeting.

5/28- YPD attended the bi-monthly COPAC Meeting.

FINANCE DEPARTMENT

- **GFOA Budget Award for FY 2018**
 - The City received its 5th Consecutive Budget Award from the Government Finance Officers Association(GFOA)
- **Management Proposed Budget Compilation and Millage Calculation**
 - Compiled the Management Proposed Amended Budget for FY 18-19 and FY 19-20
 - Calculated City's Millage Rate for FY 19-20
- **PA 20 Investment of Surplus Funds Report for the Quarter Ending March 30, 2019**
 - Please see attached 3.30.19 Investment Report
 - Some of the investments were not reinvested due to transition in the Finance Department
- **Sale of Water St. Property to be used to pay down Water Street debt**
 - Water St. Bonds maturing before May 1, 2025 shall not be subject to redemption prior to maturity. (Please see attached Optional Redemption 2016 Bonds from Official Statement)
 - During Resolution 2017-151, Approving Purchase Agreement for the Ozone House, an amendment was proposed to state that the proceeds from the sale be used to pay remaining water street debt that was refinanced but this amendment FAILED.
 - Please see attached 6/20/2017 City Council Meeting Minutes
- **Report on Youth Serving Grant approved for \$25,000**
 - Currently the City has reimbursed \$10,000 to the following:

Organization	Amount
1. Educate Youth	\$5,000
2. Mentor 2 Youth, Inc.	\$5,000
 - There is one pending application from Corner Health Center estimated to be at \$5,000
- **Personnel**

- We have promoted Ms. Meng Duffey from Clerk/Treasury Technician to the Accountant position in the Treasury Department.
- We have hired Ms. Chelsea Thomas as our new Clerk/Treasury Technician. She will be reporting on June 10, 2019.

CITY OF YPSILANTI
INVESTMENT REPORT AS OF MARCH 31, 2019

1. SUMMARY OF INVESTMENT BY TYPE

FY	2018-2019
Date	3/31/2019

TYPE OF INVESTMENT	AS OF MARCH 30, 2019	%
CASH	\$5,983,938	25%
COMMERCIAL PAPER	\$10,167,172	42%
LGIP	\$3,690,024	15%
MONEY MARKET	\$1,887,133	8%
CERTIFICATE OF DEPOSIT	\$2,449,847	10%
Grand Total	\$24,178,114	100%

2. SUMMARY OF INVESTMENT BY FUND

FUND	FUND NAME	CASH AND INVESTMENT	%
101	General Fund	8,041,914	33.26%
202	Major Street	2,018,227	8.35%
203	Local Street	1,026,935	4.25%
205	Public Safety Fund	183,271	0.76%
226	Garbage and Rubbish Collection	126,829	0.52%
265	Police Special Revenue	65,765	0.27%
275	Depot Town Development Authority	441,705	1.83%
304	2016 GOLT Bonds Refunding	414,827	1.72%
413	Down Town Development Authority	298,641	1.24%
414	Capital Improvement	13,169	0.05%
415	Economic Development Authority	67,904	0.28%
483	2013 Revenue Refunding Bonds	1,625,141	6.72%
486	2016 W&S Rev Refunding Bonds	0	0.00%
495	Sidewalk Improvement	220,325	0.91%
588	Public Transit	0	0.00%
641	Motorpool	1,430,906	5.92%
677	Worker's Compensation Fund	603,254	2.50%
732	Fire and Police Pension	2,640,902	10.92%
736	Retiree Benefits	1,477,416	6.11%
482	2012 W&S Factory Pump Station	824,706	3.41%
342	2012 UTGO Refunding Bond	703,282	2.91%
701	Tax Agency	1,952,994	8.08%
Grand Total		24,178,114	100.00%

3. INTEREST EARNED PER QUARTER

Quarter	3rd
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Sum of Interest TYPE	Column Labels	1/31/2019	2/28/2019	3/31/2019	Grand Total
CASH		3,435	2,607	2,354	8,396
CERTIFICATE OF DEPOSIT		3,470	3,470	3,587	10,527
COMMERCIAL PAPER		16,577	17,959	12,824	47,360
LGIP		7,940	7,242	7,984	23,167
MONEY MARKET				1,830	1,830
Grand Total		31,422	31,279	28,579	91,280

AVERAGE RATE OF RETURN	
AVERAGE INTEREST INCOME	30,427
ENDING INVESTMENT	24,178,114
AVERAGE RATE OF RETURN	1.510%

**OFFICIAL STATEMENT
Relating to**

**\$10,440,000
CITY OF YPSILANTI
COUNTY OF WASHTENAW, STATE OF MICHIGAN**

**\$8,240,000
LIMITED TAX GENERAL OBLIGATION REFUNDING BONDS, SERIES 2016A (TAXABLE)**

**\$2,200,000
LIMITED TAX GENERAL OBLIGATION REFUNDING BONDS, SERIES 2016B (TAXABLE)**

INTRODUCTION

This Official Statement of the City of Ypsilanti (the "City") is provided for the purpose of setting forth information with respect to the City's \$8,240,000 Limited Tax General Obligation Refunding Bonds, Series 2016A (Taxable) (the "Series 2016A Bonds") and \$2,200,000 Limited Tax General Obligation Refunding Bonds, Series 2016B (Taxable) (the "Series 2016B Bonds") (collectively, the "Bonds").

THE BONDS

Purpose

The Bonds are being issued pursuant to the provisions of Act 34, Public Acts of Michigan, 2001, as amended ("Act 34") to refund a portion of the City's 2006 General Obligation Limited Tax Capital Improvement Refunding Bonds (Taxable), dated June 8, 2006 (the "Prior Bonds"). The Bonds will refund a portion of the Prior Bonds maturing May 1, 2017 through May 1, 2031 inclusive (the "Prior Bonds to be Refunded"); and paying the costs incidental to the issuance of the Bonds. (See "**Plan of Refunding**", herein). The refunding is being undertaken to achieve debt service savings to the City.

Security

The City has pledged its limited tax full faith and credit for the payment of the principal of and interest on the Bonds when due. Pursuant to such pledge, the City is obligated to make such payments as a first budget obligation from general funds including the collection of ad valorem taxes, if necessary, which the City may be authorized to levy on all taxable property within its boundaries. The City does not however, have the power to levy any taxes for the payment of the Bonds in excess of its constitutional, statutory and charter tax rate limitations.

The rights and remedies of the holders of the Bonds may be affected by bankruptcy, insolvency, fraudulent conveyance or other laws affecting creditors' rights generally and by the application of general principles of equity including those relating to equitable subordination, now existing or hereafter enacted.

Optional Redemption Prior to Maturity

Bonds maturing on or before May 1, 2025 shall not be subject to redemption prior to maturity. Bonds or portions of Bonds maturing on and after May 1, 2026 shall be subject to redemption prior to maturity at the option of the City, in such order as shall be determined by the City, on any date on or after May 1, 2025 at par plus accrued interest to the date fixed for redemption. Bonds of a denomination greater than \$5,000 may be partially redeemed in the amount of \$5,000 or any integral multiple thereof. If less than all of the Bonds maturing in any year are to be redeemed, the Bonds or portions of Bonds to be redeemed shall be selected by lot.

Council Member Murdock moved, seconded by Council Member Richardson to add an additional Further Resolved stating "that the proceeds from this sale be used to pay off the remaining Water Street Debt that was not refinanced".

Council Member Robb asked for clarification of the reasoning behind the amendment. Council Member Murdock responded there was one segment of the debt that was not refinanced and this purchase would allow the City to pay that off completely. Mr. Robb replied this is a cash flow issue that current segment

City Council Meeting Minutes
June 20, 2017

of the debt is for \$230,000 to be paid over fifteen years, which would amount to around \$20,000 a year. He asked would it be more beneficial to keep that as a fund balance rather than pay the entirety of that debt segment. He added the resolution also states it should be used to pay the remaining balance, which is more than the City would receive for this purchase. Mr. Murdock responded he would like the City to pay the remainder of that balance. Fiscal Services Director Marilou Uy stated a payment of \$10,000 was recently made leaving a balance of \$220,000. Council Member Bashert stated the City will receive around \$213,000 net for this purchase. She stated she believes how the funds are allocated should be discussed as part of the budget section of this meeting. Mr. Robb stated it should take place when the property is sold, and the City receives payment. Mayor Edmonds stated as a part of goal sessions Council made a policy decision that revenue created by the sale of property would be used to pay down the Water Street Debt. She said it is an appropriate amendment and aligns with that policy, and asked the City Manager his opinion on the amendment. Mr. Clary responded he does not have concern with this amendment, and paying off this segment will save the City \$140,000 over the next fourteen years in interest. Ms. Edmonds stated she will support the amendment.

Council Member Robb stated this decision should wait until the City receives the money. He said this resolution is a letter of intent masquerading as a purchase agreement and the City might not receive this money for six to seven months. Because of this when it is sold will be the time to discuss how to allocate the money. Council Member Murdock responded as was previously stated this will be the last time this is brought before Council. Mr. Robb responded once this money is paid Council can do a budget amendment. Council Member Bashert stated because this budget has required severe cuts this money could be used to reinstate one of the cuts. Council Member Vogt stated his concern is to allocate this to one priority rather than several other priorities, and agrees Council should wait until the funds are received. He added if the millage passes it will make a huge difference in the City's finances, and a better decision can be made on how to allocate those funds. Mr. Murdock responded it would make no difference because the millage does not cover this segment of the debt. He added this money will not provide the City to hire additional police officers because it is not reoccurring funds.

On a roll call, the vote to amend Resolution No. 2017-151 as amended was as follows:

Mayor Pro-Tem Brown	Absent	Council Member Robb	No
Council Member Murdock	No	Mayor Edmonds	Yes
Council Member Richardson	Yes	Council Member Vogt	No
Council Member Bashert	No		

VOTE:

YES: 2 NO: 4 (Murdock, Vogt, Robb, Bashert) ABSENT: 1 (Brown) VOTE: Failed