CITY OF YPSILANTI
FINANCE COMMITTEE MEETING
Thursday, October 10, 2024 @ 7:15 PM
Council Chambers
One South Huron, Ypsilanti, MI 48197
Launch Meeting - Zoom

I. CALL TO ORDER

II. ROLL CALL

III. PLEDGE OF ALLEGIANCE

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

IV. AGENDA APPROVAL

V. PUBLIC COMMENT (3 MINUTES)

VI. RESOLUTIONS/MOTIONS/DISCUSSIONS

A. Approving the minutes of the May 9, 2024 Meeting

B. Presentation of the closing of the unaudited FY 23-24

C. Strategic Planning Discussion

D. Photo contest for use in future budgets and annual financials.

VII. PUBLIC COMMENT (3 MINUTES)

VIII. ADJOURNMENT

MINUTES
FINANCE COMMITTEE MEETING
7:15 PM - Thursday, May 9, 2024
Council Chambers
One South Huron, Ypsilanti, MI 48197

I. CALL TO ORDER

The meeting was called to order at 7:15 p.m.

II. ROLL CALL

Present: Mayor Brown, Council Member King, Council Member McLean, City Manager Hellenga, Finance Director Basabica, and City Clerk Boudreau.

III. PLEDGE OF ALLEGIANCE

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

IV. AGENDA APPROVAL

Council Member McLean moved, seconded by Council Member King, to approve the agenda as submitted. On a voice vote, the motion carried.

V. PUBLIC COMMENT (3 MINUTES)

None.

VI. PRESENTATIONS

A. Presentation from Chief Moore Regarding the Proposed Expenditures for the Police Department

B. Presentation from Fire Chief Hobbs regarding the proposed expenditures for the Fire Department.

VII. RESOLUTIONS/MOTIONS/DISCUSSIONS

A. Approving the minutes of the April 9, 2024 Finance Committee Meeting.

City Manager Hellenga moved, seconded by Council Member McLean, to approve the minutes of the April 9, 2024 Finance Committee Meeting. The motion carried on a unanimous voice vote.

B. Discussion regarding the format of the budget presentation provided to City Council.

VIII. PUBLIC COMMENT (3 MINUTES)

None.

IX. ADJOURNMENT

Mayor Brown adjourned the meeting at 8:29 p.m.

Description	Amount
Beginning Fund Balance	13,360,655
Surplus/(Shortfall)	1,434,906
Unaudited Ending Fund Balance	14,795,561

FUND	101

Description	ACCOUNT NAME	CURRENT BUDGET	23-24	BUDGET BALANCE	% VARIANCE
REV					
TAXES		**10,374,915**	**10,366,743**	**(8,172)**	**99.92%**
INTERGOVERNMENTAL		**4,474,172**	**4,381,309**	**(92,863)**	**97.92%**
CHARGES FOR SERVICES		**1,012,343**	**1,021,225**	**8,882**	**100.88%**
FINES & FORFEITS		**111,508**	**124,872**	**13,364**	**111.98%**
GRANTS		**146,420**	**192,015**	**45,595**	**131.14%**
INVESTMENT EARNINGS		**693,387**	**993,803**	**300,416**	**143.33%**
LICENSES AND PERMITS		**1,427,421**	**1,419,902**	**(7,519)**	**99.47%**
OTHER REVENUE		**512,943**	**421,771**	**(91,172)**	**82.23%**
RENTALS		**140,283**	**162,904**	**22,621**	**116.13%**
DONATIONS		**5,083**	**5,654**	**571**	**111.24%**
TRANSFERS IN		**220,000**	**220,000**	**0**	**100.00%**
REV Total		**19,118,474**	**19,310,198**	**191,724**	**101.00%**
EXP					
SALARIES		**(6,183,798)**	**(6,134,679)**	**49,119**	**99.21%**
BENEFITS		**(5,808,332)**	**(5,187,655)**	**620,677**	**89.31%**
OPERATING EXPENSES		**(3,079,203)**	**(2,937,318)**	**141,885**	**95.39%**
CONTRACTUAL SERVICE		**(1,611,033)**	**(1,382,474)**	**228,559**	**85.81%**
TRANSFERS OUT		**(2,233,166)**	**(2,233,166)**	**0**	**100.00%**
EXP Total		**(18,915,532)**	**(17,875,293)**	**1,040,240**	**94.50%**
WATER STREET GRANT					
GRANTS		**1,495,000**	**1,130,388**	**(364,612)**	**75.61%**
CONTRACTUAL SERVICE		**(1,661,238)**	**(1,130,388)**	**530,850**	**68.04%**
WATER STREET GRANT Total		**(166,238)**	**0**	**166,238**	**0.00%**
RUTHERFORD POOL		**(25,912)**	**(0)**	**25,912**	**0.00%**
Surplus/(Shortfall)		**10,792**	**1,434,906**	**1,424,114**	**13296.03%**

101-General Fund

Revenues

1. Intergovernmental- State Revenue Sharing was short by $92K than projected
2. Grants- Police Grant for Officers cadet program reimbursement was $48K more
3. Investment Earning was higher by $300K but $160K is unrealized gain on investment
4. DDA Shelter Contribution was overbudget by $70K
5. Rentals- Freghthouse rent was higher by $25K

*Overall Revenue was higher by 1% or $191K

Expenditures

1. Benefits-Healthcare Cost $215K lower other HCSP, HSA and Vacation Cash Outs
2. Operating Expenses- Uniforms and Other supplies
3. Contractual Service- Building Maintenance 30K, Building Contractual Service $150K

Note:

Vacant Positions: 8 Police Officers
1 Fire Fighter
2 DPS Employee

Description	Amount
Beginning Fund Balance	4,350,588
Surplus/(Shortfall)	(205,705)
Unaudited Ending Fund Balance	4,144,883

FUND 202

Description	ACCOUNT NAME	CURRENT BUDGET	23-24	BUDGET BALANCE	% VARIANCE
REV					
INTERGOVERNMENTAL		**2,132,674**	**2,230,448**	**97,774**	**104.58%**
GRANTS		**0**	**100,000**	**100,000**	**0.00%**
INVESTMENT EARNINGS		**124,460**	**200,453**	**75,993**	**161.06%**
LICENSES AND PERMITS		**74,410**	**74,460**	**50**	**100.07%**
REV Total		**2,331,544**	**2,605,361**	**273,817**	**111.74%**
EXP					
SALARIES		**(353,741)**	**(346,256)**	**7,485**	**97.88%**
BENEFITS		**(119,931)**	**(59,272)**	**60,660**	**49.42%**
OPERATING EXPENSES		**(326,438)**	**(216,895)**	**109,543**	**66.44%**
CONTRACTUAL SERVICE		**(186,117)**	**(92,326)**	**93,791**	**49.61%**
CAPITAL EXPENDITURES		**(3,229,565)**	**(2,096,317)**	**1,133,248**	**64.91%**
EXP Total		**(4,215,792)**	**(2,811,065)**	**1,404,727**	**66.68%**
Surplus/(Shortfall)		**(1,884,249)**	**(205,705)**	**1,678,544**	**10.92%**

202-Major Street
Revenue

1. Grants- Washtenaw County Parks match- $100K
2. Investment Earnings- $33,000 higher interest earned

Expenditures

1. Salaries and Benefits lower due to open positions
2. Maintenance Supply lower by **$78K**

Road Projects:

1. Forest St Bridge(9075)
2. N Huron River Dr(9077)
3. Huron St. Pedestrian Bridge(9079)
4. Huron Hamilton Rd Diet(9081)
5. Le Forge and Factory(9090)

Huron River Drive not started $1M

Description	Amount
Beginning Fund Balance	234,726
Surplus/(Shortfall)	95,327
Unaudited Ending Fund Balance	330,053

FUND	205

Description	ACCOUNT NAME	CURRENT BUDGET	23-24	BUDGET BALANCE	% VARIANCE
REV					
INTERGOVERNMENTAL		**430,000**	**525,327**	**95,327**	**122.17%**
REV Total		**430,000**	**525,327**	**95,327**	**122.17%**
EXP					
TRANSFERS OUT		**(430,000)**	**(430,000)**	**0**	**100.00%**
EXP Total		**(430,000)**	**(430,000)**	**0**	**100.00%**
Surplus/(Shortfall)		**0**	**95,327**	**95,327**	**0.00%**

205-Public Safety Fund

1. Recommend to transfer Surplus funds to motorpool and encumber for the Fire Truck EngineTower 1($2M)

Description	Amount
Beginning Fund Balance	82,428
Surplus/(Shortfall)	86,609
Unaudited Ending Fund Balance	169,037

FUND	226

Description	ACCOUNT NAME	CURRENT BUDGET	23-24	BUDGET BALANCE	% VARIANCE
REV					
TAXES		952,034	1,000,602	48,568	105.10%
CHARGES FOR SERVICES		70,967	27,673	(43,294)	38.99%
GRANTS		60,548	60,548	(0)	100.00%
INVESTMENT EARNINGS		6,001	7,620	1,619	126.98%
OTHER REVENUE		360,778	366,118	5,340	101.48%
REV Total		1,450,328	1,462,561	12,232	100.84%
EXP					
SALARIES		(355,485)	(457,061)	(101,576)	128.57%
BENEFITS		(146,900)	(84,844)	62,056	57.76%
OPERATING EXPENSES		(289,211)	(218,183)	71,028	75.44%
CONTRACTUAL SERVICE		(616,000)	(615,863)	137	99.98%
EXP Total		(1,407,596)	(1,375,952)	31,644	97.75%
Surplus/(Shortfall)		42,732	86,609	43,877	202.68%

226-Garbage and Rubbish Fund

1. While there is a surplus, a transfer was made from General Fund $360K

Description	Amount
Beginning Fund Balance	1,217,473
Surplus/(Shortfall)	1,046,901
Unaudited Ending Fund Balance	2,264,374

FUND	414

Description	ACCOUNT NAME	CURRENT BUDGET	23-24	BUDGET BALANCE	% VARIANCE
REV					
GRANTS		539,800	229,000	(310,800)	42.42%
INVESTMENT EARNINGS		35,780	58,078	22,298	162.32%
TRANSFERS IN		1,329,774	1,329,774	0	100.00%
REV Total		1,905,354	1,616,852	(288,502)	84.86%
EXP					
SALARIES		(5,073)	(262)	4,811	5.16%
BENEFITS		(925)	(194)	731	20.93%
OPERATING EXPENSES		(16)	(16)	0	99.94%
CONTRACTUAL SERVICE		(575,000)	(168,502)	406,498	29.30%
CAPITAL EXPENDITURES		(2,034,764)	(399,673)	1,635,091	19.64%
EXP Total		(2,615,778)	(568,646)	2,047,132	21.74%
GRANTS					
GRANTS		0	91,517	91,517	0.00%
OTHER REVENUE		300,000	0	(300,000)	0.00%
CAPITAL EXPENDITURES		(300,000)	(92,821)	207,179	30.94%
GRANTS Total		0	(1,304)	(1,304)	0.00%
Surplus/(Shortfall)		(710,424)	1,046,901	1,757,325	-147.36%

414-Capital Improvement Fund

1. Capital Projects to discussed in detail. Some projects were moved to future years

Major Capital Projects moved

Description		Amount
Beginning Fund Balance	Unassigned	1,823,047
Surplus/(Shortfall)		91,575
Unaudited Ending Fund Balance		1,914,622

FUND	641

Description	ACCOUNT NAME	CURRENT BUDGET	23-24	BUDGET BALANCE	% VARIANCE
REV					
CHARGES FOR SERVICES		1,283,261	1,253,344	(29,917)	97.67%
INVESTMENT EARNINGS		135,152	144,658	9,506	107.03%
INSURANCE REIMBURSEMENT		17,000	32,626	15,626	191.92%
REV Total		1,435,413	1,430,629	(4,784)	99.67%
EXP					
SALARIES		(199,841)	(216,201)	(16,360)	108.19%
BENEFITS		(91,132)	(43,043)	48,089	47.23%
OPERATING EXPENSES		(844,892)	(751,988)	92,904	89.00%
CONTRACTUAL SERVICE		(263,865)	(327,822)	(63,957)	124.24%
EXP Total		(1,399,730)	(1,339,054)	60,676	95.67%
Surplus/(Shortfall)		35,683	91,575	55,892	256.63%

641-Motorpool Fund

1. Vehicles Purchased
   - DPS- 3 Freightliners
   - Police- 2 Police Cars
   - Fire- 1 Admin Vehicle

Description		Amount
Beginning Fund Balance	Unassigned	25,514,010
Surplus/(Shortfall)		8,152,212
Unaudited Ending Fund Balance		33,666,222

FUND	732

Description	ACCOUNT NAME	CURRENT BUDGET	23-24	BUDGET BALANCE	% VARIANCE
REV					
GRANTS		5,894,221	5,894,221	0	100.00%
INVESTMENT EARNINGS		2,525,501	4,081,782	1,556,281	161.62%
EMPLOYEE CONTRIBUTIONS		246,463	285,561	39,098	115.86%
EMPLOYER CONTRIBUTIONS		2,280,000	2,280,000	(0)	100.00%
REV Total		10,946,185	12,541,564	1,595,379	114.57%
EXP					
BENEFITS		(4,388,099)	(4,136,712)	251,387	94.27%
OPERATING EXPENSES		(248,683)	(252,640)	(3,957)	101.59%
EXP Total		(4,636,782)	(4,389,352)	247,430	94.66%
Surplus/(Shortfall)		6,309,403	8,152,212	1,842,809	129.21%

732- Fire and Police Pension Fund

Revenue

Grants-City Received a $5.8M grant from the state to help fund the system

Employer Contributions- City contributes to the fund based on actuarial determined contribution

Expenses

Benefit-Pension payments to fire and police retirees

Operating Expenses-payment for investment managers, auditors and actuarial service