



DRAFT

**CITY OF YPSILANTI
COUNCIL BUDGET SESSION MINUTES
COUNCIL CHAMBERS - ONE SOUTH HURON STREET
TUESDAY, MAY 12, 2015
6:00 P.M.**

I. CALL TO ORDER –

The meeting was called to order at 6:05 p.m.

II. ROLL CALL –

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

III. INVOCATION –

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

IV. PLEDGE OF ALLEGIANCE –

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

V. AGENDA APPROVAL-

Council Member Vogt moved, supported by Council Member Nicole Brown to approve the agenda.

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

VI. AUDIENCE PARTICIPATION –

None

VII. REMARKS FROM THE MAYOR –

None

VIII. PRESENTATIONS OF DEPARTMENT BUDGETS –

1. General and Non General Fund Expenditures Review/Questions (FY 2014-15, 2015-2016).

City Manager Budget, Overview and highlights

- General Fund Revenues and Non-General Funds Expenditures Review/Questions (FY 2014-15, FY 2015-16) – Ralph A. Lange
- John Kaczor – Five year projections July 1, 2015 – June 30, 2020
- Street Lighting Fund (101) – Page 132
- Solid Waste Contract – Page 164
- City Manager Administration Page 114; Community Service – Page 115

City Manager Lange presented a budget overview. **(See Website)**

Council Member Robb stated the City originally budgeted \$8.4 million for the police and fire pension. He asked what caused the drop to \$8.1 million.

Fiscal Services Director Marilou Uy replied the effect was caused by personal property.

Mayor Edmonds asked what City Council's approach has been in the past regarding the budget.

Council Member Murdock stated the difference between what Council budgeted, and what was spent is due to savings in personnel. He stated that will change once positions are filled, and salaries are paid. He added there are always differences on what is spent, and what is budgeted.

Council Member Robb agreed with Council Member Murdock.

Mr. Lange introduced John Kaczor, Principal at Municipal Analytics.

John Kaczor, Principal at Municipal Analytics presented a five year projection.

Mayor Edmonds asked if he could make any generalizations of the changes.

Mr. Kaczor replied there were things planned that will not occur until the following year.

Council Member Murdock asked what positions will be lost when personnel drops from 93 to 89.

Mr. Kaczor responded those positions are in the Fire Department, and will be lost as a result of the expiring SAFER grant.

Mr. Lange stated the positions will end by attrition.

Council Member Murdock replied he understands, but the City needs a plan of how the Fire Department will operate at a lower staffing level.

Council Member Robb stated the SAFER Grant was part of the plan, and if it is no longer available it must be removed from the plan.

Mr. Kaczor replied there are additional items that can be built back into the plan.

Council Member Anne Brown asked if there will be another opportunity to apply for a SAFER Grant.

Mr. Lange replied yes, Fire Chief Max Anthouard will discuss it during his presentation.

Council Member Murdock asked when the debt is refinanced what will be the duration.

Mr. Lange responded 15 years, until 2031.

Mayor Edmonds asked if the debt service or refinancing assumptions are part of the strategies.

Mr. Kaczor replied these modifications are strategies that change the outcome to \$1.7 million in the positive.

Mayor Edmonds asked if all of the City Manager strategies are included in this budget.

Mr. Kaczor responded yes.

Mayor Edmonds asked for each assumption to be labeled.

Council Member Robb replied none of them include the assumption. He stated the assumptions are for future budgets.

Council Member Murdock stated in the year 2016 there is a gap of \$2 million between revenue and expenditures, and in 2015 has a gap of is \$1.6 million.

Mr. Kaczor responded \$1.175 million will be used to pay down the principal of the Water Street debt, but this is not in the budget.

Council Member Robb stated the \$2.6 million gap in 2016 is not in the budget, and should not be included in the graph for 2016 it should be in a graph for 2017.

Mayor Edmonds asked that the graphs be given better titles.

Mr. Kaczor asked if Council wished to add the Water Street strategy to the current budget.

Mr. Lange stated his recommendation is to include the Water Street strategy in next year's budget.

Council Member Murdock stated it is not likely for this to be completed in Fiscal Year 2015-16.

Mr. Lange replied he agrees with Mr. Murdock.

Council Member Vogt stated the hope is to do this as soon as possible, and asked why not add it to the 2016 budget, and if needed amend the budget.

Mr. Lange stated it is a policy decision, and is up to Council, but he recommends the strategy be included in next year's budget.

Council Member Murdock stated there aren't any Major Street projects planned past 2017.

Mr. Kaczor replied in the model there are funds for improvements, but nothing specific.

Council Member Murdock asked if planned projects are for local streets, such as repaving.

Fiscal Service Director Marilou Uy responded paving is included.

Mr. Kaczor stated the City will be paying off the street millage, and the City will have an opportunity to ask the voters for extra revenue.

Council Member Murdock asked when the last payment for the millage is.

Mr. Lange replied 2016 and 2018.

Council Member Murdock asked if there is a department that is more likely to make a worker's compensation claim.

Mr. Lange stated Human Resource Manager Judi Smith will be able to answer that in more detail, but the Police Department claims are almost at zero, the Fire Department has had some claims, and so has the Department of Public Services.

Mayor Edmonds asked if worker's compensation claims have been benchmarked to other municipalities.

Human Resources Director Judi Smith replied she does not benchmark, but there are agencies that perform that type of analysis.

Mayor Edmonds stated she would like to know how Ypsilanti compares to other municipalities.

Council Member Murdock stated the Fire Department has older personnel, but there are certain DPS jobs, such as the recycling and trash collector, which have very high injury rates, and asked if the City is performing safety training or exercise training.

Mr. Lange stated the trash and recycling collectors are the youngest employees at DPS and have tier two benefits packages.

Council Member Murdock stated worker's compensation claims for those employees is very high, around 28%.

Mayor Edmonds asked what the graduated debt is, and is part differed.

Mr. Lange replied that is how the debt was scheduled.

Council Member Murdock stated the debt was zero until 2010. He stated the interest was capitalized to extend when payments were to begin, but it added \$3 million to the debt.

Mr. Lange stated that bought time for the City.

Council Member Murdock stated that is what caused the 6% interest rate.

Council Member Robb asked that the General Fund balance graph be recreated using restricted versus non-restricted funds. He stated there is a \$5.8 million balance for Fiscal Year 2016, and he wants to see how much of it is reserved.

Mr. Lange stated the City has to keep \$1 million in reserves for obligations. He said the City also self-insures which saves money, but it requires the City to keep a larger fund balance.

Council Member Murdock requested the fund balance from June 30, 2014, and for it to include all various categories, and the projections for 2015 and 2016.

Council Member Robb stated a lot of this is set aside for Water Street, which should be unrestricted because of policy decisions.

Assistant to the City Manager Ericka Savage stated she provided Council with a Marketing Action Plan handout.

Council Member Anne Brown stated the Ypsilanti Area Convention and Visitors Bureau (YACVB) have offered to help market the City.

Ms. Savage replied she has spoken with the CVB about that possibility.

Mr. Lange stated all the work that is done by the City is a regional collaboration without giving up the City's autonomy.

Council Member Murdock stated the City no longer receives the personal property tax. He stated the State was supposed to refund 50% of that lost revenue, and asked where it is listed in the budget.

Ms. Uy replied the Downtown Development Authority (DDA) received the personal property tax reimbursement.

Council Member Murdock asked if the city receives any of those funds.

Ms. Uy replied no.

Council Member Murdock stated page 172 explains what the DDA will receive, and asked what the City will receive from the property tax reimbursement.

Ms. Uy stated the Assessing Department informed her that the personal property reimbursement was to go to the DDA.

Council Member Murdock asked for an overview of the section that discusses what changes are being made in personnel.

Mayor Edmonds asked Human Resources Director Judi Smith if she would be covering that in her presentation.

Human Resources Director Judi Smith responded she would discuss that.

Council Member Murdock asked if the budget could be separated in terms of annual operating items, and onetime payments.

Mr. Lange stated capital items could be separated from other items.

Mr. Kaczor asked if he is referring to expenses, or revenue.

Council Member Murdock replied expenses.

Mr. Lange stated the capital budget has grants, and other funding mechanisms, and stated the net capital number is what you are looking for.

Judi Smith:

- Human Resources – Pages 121 & 122
- Unemployment – Page 137
- Workers' Compensation Fund (677) – Pages 235 to 237

Human Resources Director Judi Smith provided a budget presentation. **(See Website)**

Council Member Anne Brown asked if police officers and firefighters submit to periodic drug tests.

Ms. Smith responded no, the City follows the same policy as Department of Transportation (DOT) regarding the Department of Public Services, which does require periodic drug tests. She said police and fire receive a drug screen when hired, and if they are involved in an automobile accident.

Mayor Pro-Tem Richardson stated the policy should be changed to require The Police and Fire Departments to submit to random drug tests.

Mr. Lange stated that policy is contractual, and changes would need to be negotiated through the union.

Mayor Edmonds asked Fire Chief Anthouard and Police Chief DeGiusti to address the norm in other jurisdictions.

Mayor Edmonds asked what the estimated time is until the employees receive the new employee handbook.

City Manager Lange responded he and the City Attorney need to review the handbook, and it should be available after the completion of the budget.

Mayor Edmonds asked if it will be available by the summer.

Mr. Lange responded by July.

Council Member Murdock asked if the City was adding personnel, or changing job classification.

Mr. Lange responded the City has added two positions for a total of 93 employees.

Mayor Pro-Tem Richardson asked if the Planning and Development Manager was a new position.

Ms. Smith responded no, the position was formerly titled Planner II.

Mayor Pro-Tem Richardson asked if there will still be two people in the Planning Department.

Ms. Smith responded there will be three. She stated Planner I was a part time position, and will now be full time.

Mayor Edmonds asked what a promotional list for police sergeants is.

Ms. Smith replied current police officers take a written and oral exam, and the top five scores are placed on the promotional sergeants list. She stated from that list the Chief would decide who receives a promotion.

Council Member Murdock asked if the promotions are internal.

Mr. Lange responded yes, for sergeants and lieutenants.

Mayor Pro-Tem Richardson asked if the list is ranked by performance, or is a sergeant chosen randomly.

Mr. Smith responded the Chief is aware of the test scores, but it is ultimately his choice.

Mayor Pro-Tem Richardson stated the City has been sued as a result of a promotion selection.

Ms. Smith stated the City is contractually obligated to do promotional list every two years.

Council Member Murdock asked if the list is limited to five.

Chief DeGiusti stated the contract states the chief has the selection of the top five candidates.

Council Member Anne Brown asked if the employee evaluations included a self-evaluation.

Ms. Smith responded yes.

Council Member Anne Brown asked if the staff was surveyed to decide training.

Ms. Smith replied the only one that was surveyed was fiscal wellness. She stated staff was given a list of twelve items to choose from, and training will be held for the top three.

Council Member Anne Brown suggested that staff have access to items from the Health Department such as quitting smoking and weight watchers.

Ms. Smith responded Weight Watchers has been offered in the past, but not many employees used the service.

Mayor Edmonds stated the Public Health Department may provide an hour long "lunch and learn" seminar.

Council Member Murdock asked if the part-time police officer has been hired.

Mr. Lange responded the City is in the process of hiring the part-time officer.

Council Member Murdock asked if that will create problems.

Mr. Lange responded no.

Council Member Murdock stated he would like to hire temporary employees to assist with the park system during the summer.

Ms. Smith replied she recently posted an ad for temporary workers from May until August.

Council Member Murdock asked how many temporary employees will be hired.

Mr. Lange responded two.

Council Member Anne Brown stated Economic Developer Beth Ernat and Assistant to the City Manager Ericka Savage have been working with Workforce Development to provide part-time employees.

Ms. Smith stated the City has used that organization in the past, and would be happy to be a part of the initiative.

Mayor Edmonds stated she has been communicating with Workforce Development about longer term work that could be done in the City.

Ms. Smith stated the City needs to be careful, and be aware of what work the contract allows those individuals to perform.

Council Member Anne Brown asked if a record is kept of how long a position is vacant after an employee leaves that position.

Ms. Smith stated she can provide that information to Council, but she does fill positions as quickly as possible.

Council Member Vogt asked if the amount of retiree benefits is expected to stay static, or will there be a change in five to ten years.

Ms. Smith responded several people will be retiring in the next few years so it will increase.

Mayor Edmonds asked the ages of the retirees.

Ms. Smith stated many of the retirees are in their 80's and 90's, but when they drop off there will be new retirees that take their place.

Council Member Vogt asked if the amount of retirees will increase or decrease.

Ms. Smith stated she does not have that data.

Council Member Vogt stated he would like those numbers in the near future.

Council Member Anne Brown asked what languages staff can speak.

Ms. Smith responded two dialects of Pilipino, German, French, Arabic, Somali, and Spanish.

Mayor Edmonds stated the Spanish population is growing fairly rapidly in Eastern Washtenaw County. She stated the City needs to monitor population trends in order to better meet the needs of the population.

Ms. Smith stated that is why the City should continue to work with Title VI as there may be a need to provide an interpreter for any Council Meeting that is requested.

Mayor Edmonds added the City would need to supply an interpreter at request for any public meeting.

Ms. Smith stated the City is very fortunate to have the university to assist in providing those services.

Council Member Robb asked what the City's strategy for raises and signing bonuses is.

Mr. Lange responded a 2% pay increase and \$1,000 bonus.

Council Member Robb asked for an explanation of signing bonus.

Ms. Uy stated it was put there temporarily for Council's approval.

Council Member Robb asked why there is zero budgeted for temporary wages.

Ms. Smith stated the Human Relations Generalist will be laid off at the end of the current fiscal year.

Council Member Anne Brown asked if unemployment will increase in Fiscal Year 2016-2017.

Ms. Smith responded unemployment is paid a year behind to the state.

Council Member Anne Brown asked if a claim is made the City begins paying that claim the following year.

Ms. Smith replied yes.

Council Member Anne Brown stated the employee that will be laid off is part-time, and asked how that would affect what the City would pay into unemployment insurance.

Ms. Smith responded that individual can collect \$7,240 for unemployment.

Council Member Robb stated he would like to schedule a work session in the third quarter to discuss shifting to a wellness plan with the City's healthcare provider.

Ms. Smith asked if Council Member Robb's plan was ever compared to the City's current plan.

Assistant to the City Manager Ericka Savage stated the comparison was fairly similar but, there were unknown variables making it incomplete.

Council Member Robb stated a wellness plan requires a physical each year, and strategies are put in place to help reduce health risks. He stated that is what the modern world is shifting to.

Ms. Savage stated the difficulty is that much of the information needed is not public.

Council Member Robb asked if the healthcare provider has been asked what wellness plans they offer.

Ms. Smith replied that can be done.

Council Member Robb stated it is his intention to show the savings the City can have if it shifts to a wellness plan.

Ms. Savage replied staff has examined comparable cities that have ended wellness plans because employees were not participating.

Mayor Edmonds stated the City's benefits provider should be able to provide a list of options for health plans.

Ms. Smith stated she will ask for that information.

Ms. Savage stated she spoke with the healthcare provider, and was told it is difficult to find comparisons because the City is a public entity.

Mayor Edmonds asked that the city be provided more options early in the selection of healthcare plans.

Ms. Smith stated she will contact the City's representative to provide Council with other options.

Council Member Murdock asked if the police and fire retirement benefits are pay-as-you-go, and tacked onto the millage.

Mr. Lange responded yes.

Council Member Murdock asked how the City handles other employee retirement benefits.

Mr. Lange stated it is also a pay as you go.

Council Member Murdock asked if the City receives a report that lists how much is to be paid.

Ms. Uy replied the funds are a transfer from the General Fund.

Council Member Murdock stated the City is not accumulating funds to be paid into retirement benefits for the future.

Ms. Uy replied no the City is not. She stated she spoke with the actuary, and even though there was a change from tier one to tier two it will not affect the cost for retirement benefits, which will continue to increase.

Council Member Murdock stated generally there is a fund based on a percentage of future retirees. He added the City needs to begin to take notice of this unfunded liability.

Ms. Uy agreed the City needs to take the appropriate steps to provide stability in the future.

Mr. Lange added now every employee does not have retirement health insurance as a defined benefit.

Tim Colbeck, DDA Executive Director

- DDA Depot Town Fund (275) Pages 172 to 176
- DDA Downtown Fund (413) – Pages 189 to 191

Downtown Development Authority (DDA) Director Tim Colbeck provided a budget presentation. **(See Website)**

Council Member Anne Brown asked if the grants were in the downtown district.

Mr. Colbeck replied yes, the three applications he has for grants are located in the downtown district.

Council Member Anne Brown asked how many façade grants are awarded each year.

Mr. Colbeck responded it fluctuates, but are between 15 and 7 a year.

Council Member Anne Brown asked how many rain gardens is the DDA responsible.

Mr. Colbeck responded five.

Council Member Anne Brown asked if the DDA has decided what services would be eliminated if the proposed changes to the Depot Town Tax Increment Financing (TIF) plan take place.

Mr. Colbeck replied there has not been time to examine that completely, and what he is presenting is the budget based on all three TIF districts.

Council Member Anne Brown asked if the DDA pays rent to the City for its offices.

Mr. Colbeck responded yes.

Mayor Edmonds asked what the DDA bond obligations are.

Mr. Colbeck stated bond obligations are listed under reoccurring payments. He stated the bond in Depot Town will be paid in full later this year, and there is around \$80,000 left for repayment in downtown.

Mayor Pro-Tem Richardson asked what the reoccurring and ongoing payments are.

Mr. Colbeck replied the contract with the City to empty the pedestrian trashcans, streetscape maintenance, the downtown dumpster service, the DDA district police officer, and the debt service

Council Member Anne Brown asked when the DDA is audited.

Mr. Colbeck responded the DDA is audited as a part of the City's audit.

Council Member Anne Brown asked if there are apartment units on the 700 block Cross.

Mr. Colbeck replied yes.

Beth Ernat:

- Building Inspection & Ordinance Enforcement Revenues – Page 109
- Building Department/Ordinance Enforcement Expenses - Pages 128 & 129
- Planning and Development – Pages 133 & 134
- Washtenaw County Community Challenge Grant (Master Plan) – Page 134
- Historic District Commission – Page 137
- CDBG Water Activity Fund (252) – Pages 168 & 169
- Land Revolving Fund (412) – Pages 187 & 188
- Motorpool Expenses – Page 233

Economic Development Director Beth Ernat provided a budget presentation. **(See Website)**

Council Member Anne Brown asked how many building inspection are done each day.

Ms. Ernat replied eight.

Mayor Edmonds asked if eight inspections are performed between the two inspectors.

Ms. Ernat responded yes.

Council Member Murdock asked if the inspections were for rental properties.

Ms. Ernat responded yes.

Council Member Anne Brown asked how many rental inspection should be performed a day.

Ms. Ernat replied she would need to research that information.

Council Member Anne Brown asked if eight inspections a day was reasonable.

Mr. Ernat replied yes.

Council Member Anne Brown asked if each inspection takes around an hour.

Ms. Ernat responded at least an hour, plus travel time.

Council Member Murdock stated assuming eight inspections are performed each day there would be roughly 2,000 a year, and 4,000 every two years. He added there are 6,000 rental properties in the City.

Ms. Ernat stated properties that are not problematic might only have biannual inspections.

Mayor Edmonds stated if 3,195 inspections are performed a year, and there are roughly 6,000 rental properties that is on par for biannual inspections.

Ms. Ernat stated last year the City contracted inspectors to help perform inspections.

Council Member Robb stated the Administrative Hearings Bureau (AHB) is not funding itself, and asked what can be done to correct that.

Ms. Ernat replied the goal of the AHB is compliance.

Council Member Robb stated compliance is the goal but the AHB should be more efficient.

Council Member Vogt stated the City should not be losing money on AHB.

Ms. Ernat stated she will monitor the process, and supply a report in the next six months.

Council Member Murdock stated when the AHB was first developed it was designed to solve blight violations, and it was supposed to fund itself. He stated it is difficult to measure if that is happening, and asked what the revenue for AHB is.

Ms. Ernat stated that will be reviewed over the next six months, and an update will be provided to Council.

Council Member Murdock stated the last audit illustrated that building fees were not recouping costs of inspections, and asked if fees should be restructured.

Ms. Ernat responded the City should examine that possibility.

Council Member Murdock stated historically the fee schedule is examined around the same time as the budget process.

Ms. Ernat replied she isn't certain it could be accomplished in two weeks.

Council Member Robb responded she would have five weeks.

Ms. Ernat stated she can do that.

Mayor Edmonds asked if 5 weeks a realistic request is.

Ms. Ernat stated a survey can be completed relatively quickly.

Mr. Lange asked City Clerk Frances McMullan if she will be discussing possible reforms to the AHB during the Clerk Department budget presentation.

City Clerk McMullan replied the reforms that will be discussed are relative to the AHB software.

Mr. Lange stated reforms have been made to help lower AHB costs.

Ms. McMullan added formal and informal cases have been separated so an attorney is not required to always be present. She added there are other steps that can be taken to lower costs they just need to be implemented.

Council Member Murdock asked if the Ypsilanti Housing Commission pays permit fees associated with its projects.

Ms. Ernat replied yes.

Council Member Murdock asked if the department was requesting the purchase of a new vehicle.

Ms. Ernat replied yes.

Council Member Murdock asked if the vehicle would use alternate fuel.

Ms. Ernat replied no, the request is for a ford escape.

Council Member Anne Brown asked if rental properties owners have insurance.

Ms. Ernat replied she would need to further investigate that matter.

Council Member Anne Brown stated the Township has just implemented policy requiring property owners demonstrate they have insurance.

Council Member Vogt asked if a cheaper vehicle could be purchased for the Building Department.

Ms. Ernat responded the Building Department will operate within the parameters set by Council.

Mayor Edmonds asked if there have been any projects that have passed site plan review, but have not been completed.

Ms. Ernat stated there are several, but they are not recorded.

Mayor Edmonds asked if Council is aware of what a "Redevelopment Ready Community" means, and would Council like a presentation explaining what it is.

Council Member Vogt replied he would like a presentation.

Ms. Ernat stated she would provide information, and a brief overview.

Council Member Anne Brown asked what the timeline is for the Freighthouse to be brought to a usable quality.

Ms. Ernat responded bids will be released at the end of May.

Mayor Edmonds asked for minority contractors to be kept in mind during the bid process.

Ms. Ernat replied the City may want to award extra points for minority contractors submitting bids.

Mayor Edmonds asked that local contractors be examined for future bids.

Mr. Lange stated Tammi Creason, of Herman Kittle, will be present on Thursday at 4:00 p.m. to answer questions.

Council Member Anne Brown asked if Ms. Ernat worked with the Community Benefits piece in Saginaw.

Ms. Ernat stated she did not personally, but does know individuals who have, and she would be happy to ask for their input.

Council Member Anne Brown asked if that is something the City should look at.

Ms. Ernat replied yes, and she knows that minority, and female owned businesses are given special preference.

Council Member Murdock added the Freighthouse project is a prevailing wage project.

Council Member Anne Brown asked that the cost of alternative fuel be examined for the requested vehicle.

Ms. Ernat stated she will research alternative fuel, but the City would need access to the alternative fuel filling stations.

Mayor Edmonds asked if it would be easy to get an estimate on savings if an electric car, or a hybrid were purchased.

Ms. Ernat responded an electric vehicle would be something worth looking into. However, the up-front cost are higher, but it would provide greater in-town fuel efficiency. She added she does not know if the purchase price would fall into the parameters of the budget.

Council Member Anne Brown asked if the Planning Commission asked for an electric vehicle charging station at Riverwalk Park.

Ms. Ernat replied she believes so.

Mayor Edmonds stated Rois Savvidas, owner of Tower Inn, installed a charger at his establishment.

Ms. Ernat stated before the City moves to electric vehicles, or other alternative fuels it should be discussed if that is the direction the City wants to take for the entire fleet. She stated a study should be performed to show if those kinds of vehicles will fit with the needs of the City.

Council Member Anne Brown stated staff could contact Ford Motor Company.

Ms. Ernat responded she is more than willing to look into alternative fuel sources.

Mayor Pro-Tem Richardson asked if this something that was spoken about in the past.

Mr. Lange asked if there was a policy.

Council Member Robb stated a few years ago the City adopted a policy to move toward alternative fuel sources.

Mr. Lange stated the City has been aggressive in moving forward with alternative fuel sources. He added it become difficult when placing refueling stations.

Council Member Murdock stated electric cars would be suitable for the purpose of the Building Department and for Parking Enforcement vehicles.

Ms. Ernat asked if the cars would be given enough time to charge.

Council Member Murdock responded yes.

Council Member Robb stated he will send a list of questions to be answered, and the City can move on from there.

Council Member Murdock added there might be grant possibilities for alternative fuel vehicles.

Mayor Edmonds asked Ms. Ernat to define updating community planning engineering, and application of sustainable infrastructure practices.

Ms. Ernat replied the engineering standards have been completed and published.

Mayor Edmonds asked if the plan included green infrastructure, storm water mitigation, or other things of that nature.

Ms. Ernat stated it only includes engineering standards.

Council Member Robb asked why the size of the Planning Department has been doubled, and temporary wages have increased.

Ms. Ernat responded the department has interns including: a Historic District Commission intern, who is split between the City and Eastern Michigan University, and two interns that work on GIS.

Council Member Robb stated the Department has 2.5 interns, and asked if there will be five interns in the future, because the budget doubled.

Mr. Lange stated he will look into that.

Council Member Robb stated there is \$20,000 budgeted for contractual services, and asked what is meant by contractual services.

Ms. Ernat replied engineering for certain projects, and there are still some issues with the Zoning Ordinance which may require input from a consultant.

Council Member Robb stated three employees are scheduled to be hired in the coming months, and they are already programed for raises.

Mr. Lange responded the employees are required to work a year before they receive a pay increase.

Mayor Edmonds asked when those individuals would receive a pay increase.

Mr. Lange stated they would receive an increase a year after their start date.

Mayor Pro-Tem Richardson asked if those employees would receive the \$1,000 bonus.

Mr. Lange responded yes.

Council Member Robb asked if all raises are tied to start dates.

Mr. Lange replied yes.

Council Member Robb stated each employee will receive their pay increase on their start date, or would it be July 1st.

Mr. Lange replied employees that have been with the City over a year will receive a pay increase on July first.

Council Member Robb stated if an employee is hired in April, and receive a pay increase the following April, and a second pay increase the following July.

Mr. Lange stated he might not recommend raises for the following year.

Mayor Edmonds stated this is a question that will require some clarification.

Council Member Murdock stated this question does not pertain to this department. He stated what is proposed, and how it affects employees needs to be explained.

Mayor Edmonds asked for an explanation of when an employee receives a pay increase.

Council Member Robb stated it would make more sense to have a policy that every employee receives a pay increases on the anniversary of their start date.

Tony DeGiusti:

- Police Service Revenues – Page 107 & 108
- Police Services (Administration, Field Services, Bullet proof Vest Grant, Parking Enforcement) – Pages 122 to 126
- Special Events – Page 131
- Police Special Revenue Fund (265) – Pages 170 & 171
- Capital Equipment – Page 197
- Motorpool Expenses – Page 231

Police Chief Tony DeGiusti provided a budget presentation. **(See Website)**

Council Member Robb asked if Council should postpone one budget presentation, or rush through two of the most important departments.

Mayor Pro-Tem Richardson thanked Council Member Robb for his recommendation and stated she is in support of postponing a presentation.

Council Member Vogt added he is in favor of hearing the Fire Department's budget at a later date.

Mayor Edmonds stated if there are items that Council wishes to examine further, the Fire and Police Chiefs can be invited to another budget session.

Chief DeGiusti stated the Police Department has the ability to drug test an officer if there is cause. He added if that is something Council wishes to change it may done as a part of contract negotiations.

Mayor Edmonds asked if there is a glossary for acronyms used by the Police Department in order to better translate Lieutenant's reports.

Chief DeGiusti responded if Council ever has a question regarding those reports he is available to help.

Council Member Nicole Brown asked what a three to three booster is.

Chief DeGiusti replied an officer whose shift runs from three in the afternoon until three in the morning. He stated that is the busiest time of the day, and this shift provides an extra officer on duty.

Council Member Anne Brown asked how many individuals are on Ypsilanti Community Action Team (YCAT).

Chief DeGiusti responded Ypsilanti has one, EMU has one, and the Sherriff's Department has one. He added the concept is three people, but only one comes from the Ypsilanti Police Department.

Council Member Anne Brown asked if the Phone and Computer Forensic Evidence position would be part-time or full-time.

Chief DeGiusti responded it would be a part-time position assigned to the Detective Bureau.

Council Member Vogt asked who is performing that task now for the department.

Chief DeGiusti responded the Sheriff's Department, and the University of Michigan. He added depending on the sophistication of the task the City uses the Department of Homeland Security.

Council Member Vogt asked if separate police departments discussed hiring independent contractors on a security contract.

Chief DeGiusti stated there has not been discussion about privatizing this service, but there has been discussion about forming a consortium team. He stated that has not gained traction because police departments are not willing to dedicate funds for training.

Council Member Anne Brown asked if that was something the Eastern Washtenaw County Safety Alliance could potentially explore.

Chief DeGiusti replied the Sheriff's Department and Ypsilanti are included in the Eastern Washtenaw County Safety Alliance and are already trained in that technique.

Council Member Anne Brown asked how much would the department need for laser crime scene sketching.

Chief DeGiusti responded he estimates \$7,000 to \$9,000.

Mayor Edmonds asked if 32 officers are enough to provide adequate service levels.

Chief DeGiusti responded the department can always use more officers, but it can manage with 32 officers.

Mayor Edmonds asked if 32 officers is a sustainable workforce to avoid employee turnover.

Chief DeGiusti responded there has not been much turnover since he has been with the department.

Council Member Robb asked what makes up temporary wages, and why is it increasing so much.

Ms. Uy replied that number includes the two part-time officers, and all crossing guards.

Council Member Robb stated the budget request of \$310,000 is unreasonable based on the department's ability to decrease overtime.

Chief DeGiusti stated the did not have any injuries this past fiscal year, and part of that \$310,000 would be for an injured officer.

Council Member Robb stated he would prefer to set a lower number and if needed the department could request Council approve to increase in that line item. He asked why there is \$32,500 worth of signing bonuses for the POAM.

Chief DeGiusti replied there is a piece in the contract that provides an overtime adjustment, and it is possible that is has been compartmentalized in the budget.

Council Member Robb stated he is referring to the onetime signing bonus of \$1,500.

Chief DeGiusti stated he believes that is a mistake.

Council Member Murdock stated the projected parking enforcement revenue does not match what Council was told during the work session.

Chief DeGiusti stated the budget numbers were completed before the Parking Committee assessment.

Mr. Lange stated the court provides a monthly update of enforcement revenue.

Council Member Murdock stated there is a lot of lost revenue, and stated he doesn't feel it was represented in the Parking Committee presentation.

Chief DeGiusti stated when the City receives the report from the court, and it does not include a breakdown between parking revenue, and other tickets. He stated that is why the Parking Committee recommended the Prefarati system because it provides that data.

Council Member Murdock asked for clarification of the line item "cost reimbursement YPD" for revenue.

Ms. Uy responded that is the School Resource Officer (SRO) and DDA officer.

Council Member Murdock stated in the narrative it mentioned the fund balance would be increased in the special police account. He stated as he understands it is a forfeiture account.

Chief DeGiusti responded it is a forfeiture account, and the Police Department follows the proper protocol for forfeitures.

Council Member Murdock asked how the department will increase revenue in that account.

Council Member Robb stated the department will have to do more than normal operating procedure.

Chief DeGiusti stated YCAT and LAWNET both produce forfeiture revenue for the City.

Council Member Murdock stated the state legislature is looking at various ways at restricting forfeiture revenue, and how would that restrict the department producing forfeiture revenue.

Chief DeGiusti replied nothing the legislature is discussing will have an effect on the department's current practices.

Council Member Robb moved to extend the meeting for two hours.

Council Member Vogt supported the motion.

On a voice vote, the motion carried, and the meeting was extended for two hours.

Council Member Murdock stated in the past the City purchased car scales, and plate readers. He stated it has been difficult getting those tools into use, and asked if the department is any closer to implementing those items.

Chief DeGiusti responded the plate readers worked and they have been used for some time, and there is no data stored in the reader.

Council Member Murdock asked if any vehicles have been located as a result of the reader.

Chief DeGiusti replied not one car has been located.

Council Member Robb stated the readers did not do what the City was promised.

Chief DeGiusti stated he would not have purchased the readers.

Mayor Edmonds asked if the readers could be sold.

Chief DeGiusti replied no. He stated if you use them the way they designed you run the possibility of violating the Fourth Amendment. He said the scales were great until the legislature funneled the money away from the police departments, and into the library.

Council Member Robb stated the scales can measure a trucks weight and prevent an early deterioration of city roads.

Mayor Edmonds asked if the scales are used.

Chief DeGiusti responded no, there is no one trained to operate the scales.

Council Member Robb stated there hasn't been anyone trained to use the scales in some time.

Chief DeGiusti stated he is not certain the scales would be acceptable to the courts.

Council Member Murdock stated there is still an issue of overweight trucks on City roads, and asked if the County Road Commission uses scales.

Chief DeGiusti responded the only organization he can say for sure uses the scales is the State Police.

Council Member Murdock asked how Chief DeGiusti suggests monitoring weight of trucks to protect City roads.

Chief DeGiusti stated a lot of City's began using scales is for the revenue source, and once that revenue source ended the scales were abandoned. He stated compliance should be the reason for enforcement, and so if the expectation is to maintain roads he supports it.

Council Member Murdock responded the goal is compliance not to create revenue. He stated truck drivers all have radios, and if scales are seen it will deter truck traffic on City roads.

Chief DeGiusti replied he will gladly use the scales if that is the directive of Council.

Council Member Murdock stated there are several streets in Ypsilanti that are major truck routes, and asked what strategy the department would employ for the use of the scales.

Mayor Edmonds asked the Chief to prepare a report with recommendation.

Council Member Robb asked why the parking enforcement line item increased.

Ms. Uy responded the ordinance officer is now included in that line item.

Mayor Edmonds asked that bicycle helmets be budgeted for the parking enforcement officers. She said the parking enforcement rides home on his bike, in uniform without a helmet, and it sets a bad example.

Chief DeGiusti replied he is off duty, and there is no law requiring the use of a helmet when riding a bicycle.

Mayor Edmonds stated staffing levels, leveraging relationships with other units of government, mutual aid, sharing resources, prioritizing code enforcement, and community policing were all listed goals set by Council, and asked if the Police Department's budget reflected those goals.

Chief DeGiusti responded any set goals that did not involve allocating funds were not a part of this presentation, but all set goals are in planning stages.

Mayor Edmonds asked if the department was hiring a consultant to achieve those goals.

Chief DeGiusti replied no.

Council Member Anne Brown asked if there are any additional community engagement strategies.

Chief DeGiusti responded there will be a community based discussion on how best to develop the five year strategic plan.

Council Member Anne Brown asked if there were any differences in CoPAC.

Chief DeGiusti replied CoPAC is evolving as a result of a younger population moving into the neighborhoods, and the use of social media. He stated as a result the meetings are poorly attended.

Council Member Anne Brown stated that is something a Neighborhood Community Development person can address.

Mr. Lange stated the School Resource Officer really makes an impact on the youth, and is a vital tool in law enforcement.

Council Member Anne Brown asked if the school resource officer is funded out of the City budget.

Chief DeGiusti replied 10/12 of the salary for that position is paid by the school.

Council Member Anne Brown asked if the Restorative Justice program will be cut.

Chief DeGiusti stated that program is separate from the school resource officer.

Max Anthouard:

- Fire Services Revenues – page 108
- Fire Services (Administration, Homeland Grant-SAFER, Suppression) – Pages 126 to 128
- Capital Equipment – Page 197
- Motorpool Expenses – Pages 231 & 232

Fire Chief Max Anthouard provided a budget presentation. **(See Website)**

Mayor Edmonds asked why one of the firefighter does not count as a full firefighter.

Chief Anthouard replied it is an issue of training, the firefighter has no experience.

Mayor Edmonds asked what turnout gear is.

Chief Anthouard replied helmet, boots, gloves, etc....

Council Member Anne Brown asked who the grantee for the mobile training unit grant is.

Chief Anthouard replied 15 departments throughout Washtenaw County.

Council Member Anne Brown asked who the lead agency is.

Chief Anthouard responded Ann Arbor City.

Mayor Edmonds stated fire department becoming more regional is a great press release.

Chief Anthouard replied if the department wants to stay up to code it has no other options.

Mayor Edmonds stated it should still be celebrated.

Mayor Edmonds asked if the expense for new extrication equipment is budgeted, and if the City is approved for a grant would it be removed from the budget.

Chief Anthouard responded yes, if the grant is approved the item will be removed from the budget.

Mayor Edmonds asked if the bid for the fire station roof is active.

Chief Anthouard replied it will be active in the very near future.

Council Member Anne Brown asked what agency applied for the grant to cover costs of the defibrillator.

Chief Anthouard replied there is a firefighter foundation, and stated there are three sources that he applies for grants.

Council Member Anne Brown asked if he has applied to the Red Cross.

Chief Anthouard replied the Red Cross would not provide the defibrillator needed by the department. He added the department wants to be compatible with Huron Valley Ambulance (HVA).

Council Member Anne Brown suggested the department speak with St. Joseph's Hospital.

Chief Anthouard responded he would contact the hospital.

Council Member Anne Brown stated St. Joseph's may provide a donation, and added the hospital recently undertook a survey for places to invest.

Council Member Anne Brown asked if the SAFER grant only provides for personnel.

Chief Anthouard responded yes.

Council Member Anne Brown suggested the City should still apply for the SAFER grant. He stated Congresswoman Debbie Dingell pushed for the City of Taylor to get their SAFER grant, and department should seek her help.

Chief Anthouard responded he was sought political assistance in the past.

Council Member Murdock asked if there is a history of multiple SAFER grants being awarded.

Chief Anthouard responded Taylor and Detroit have received back to back SAFER grants. He stated Jackson and Flint were not awarded a second SAFER grant. He added it is possible to receive another grant if the department is in violation of codes, or standards.

Mr. Lange stated the SAFER grant funds five firefighters that are tier 2, and the grant was used to assist in reducing the Police and Fire pension.

Council Member Murdock stated when the SAFER grant ends the rate for the Police and Pension Fund will increase.

Mr. Lange replied agreed.

Council Member Murdock stated the SAFER grant will end for those five firefighters in March of 2016, and asked if the City will apply for a continuing SAFER grant.

Chief Anthouard stated he will apply for the grant, but it is unlikely that the grant will be approved while the department is fully staffed.

Council Member Murdock asked what the plan is if the grant is not approved.

Chief Anthouard responded there are two retirements scheduled for 2017 causing staffing levels to drop below standards. He stated at that time the City will be more likely to be approved for another SAFER grant.

Council Member Murdock asked how the department will be staffed without the funds provided by the grant.

Chief Anthouard responded he would request to continue staffing six firefighters per shift, but the department will do the best it can with the resources it has.

Council Member Murdock stated five firefighters are funded by outside funds, and asked if those funds are removed what staffing levels will be for the department.

Chief Anthouard responded once the grant expires in March of 2016 the department will be at current staffing levels. He stated the budget for the fire department will need to be increased. He stated in August of that year a firefighter will retire, and others will leave the department decreasing the budget.

Council Member Murdock stated he understands that, but as the employees leave, the City will be left with a department not meeting minimum staffing level. He asked how the department will operate at that level of staffing.

Chief Anthouard responded the department will need to adapt.

Mr. Lange stated the contractual staffing levels per shift dropped from five to four firefighters which dropped overtime costs. He stated there are firefighters on light duty and a firefighter in a probationary period so of the 19 only 16 of them count toward shift staffing. He stated the only time an issue may arise with overtime is if a firefighter is scheduled off, and another calls in sick.

Council Member Murdock stated there will be one firefighter less per shift, and they will be funded by regular sources.

Mayor Edmonds stated the assumption is the City will have the SAFER grant for the Fiscal Year 2015-16.

Council Member Murdock stated the SAFER grant extends into the end of March 2016.

Council Member Robb asked about the signing bonus for the SAFER grant funded firefighters.

Chief Anthouard responded the signing bonus was there for the first two years, and he is uncertain why it is still included.

Council Member Robb stated under the SAFER grant there is a signing bonus of \$1,807, and under fire suppression there is a signing bonus of \$4,517.

Mr. Lange stated the signing bonus ends after two years.

Council Member Robb asked what the \$42,526 in contractual services was.

Chief Anthouard responded those funds are for the part-time secretary who is still under contract.

Mr. Lange stated she is going to be converted to permanent part-time.

Council Member Robb stated that \$90,000 budgeted for overtime is unrealistic, and asked for that number to be refined.

Chief Anthouard replied realistically, the department will be under that amount for overtime.

Council Member Robb asked that Chief Anthouard work with Ms. Uy to reach an amount that is more reasonable.

Chief Anthouard stated the department to date is at \$80,000 in overtime.

Mr. Lange stated the Police Department at one time had four individuals out on Family Medical Leave Act.

Council Member Robb stated he understands, but the City should not budget for that.

Mr. Lange stated if the City does not budget for that it could produce problems.

Mayor Edmonds stated she agrees with Council Member Robb that the budget should be prepared at minimum levels.

Chief Anthouard stated his honest estimate is \$70,000 for overtime.

John Barr, City Attorney

- Legal Services – Pages 120 & 121

City Attorney John Barr provided a budget presentation. **(See Website)**

Mr. Barr stated the City can be very proud of its Police and Fire Departments. He stated there was a charity race at the Renaissance Center where fire departments raced up the staircase to the top, and Chief Anthouard took first place.

Mayor Edmonds stated the firefighters who took part in the race had to be in full gear.

Mr. Lange stated the female firefighter in the department finished seventh in her class.

Mayor Edmonds asked what role the City Attorney's office plays in bankruptcies.

Mr. Barr responded an individual goes to bankruptcy court, and files a petition, creditors are then notified, and are not allowed to take action without the permission of the court. He stated the City becomes involved regarding property taxes, and other debts owed to the City. He stated the notice is sent to the City treasurer who sends a notice to the attorney's office. He stated his office's role is finding why the City of Ypsilanti is being listed, and then target what the specific issue is.

IX. AUDIENCE PARTICIPATION –

None

XII. REMARKS FROM THE MAYOR -

- Suggested a naming competition for all the City's fire trucks.

Chief Anthouard stated the City used to have a fire truck called "yellow bird".

XIII. ADJOURNMENT -

Resolution No. 2015-108, adjourning the City Council Meeting.

RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:

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

OFFERED BY: Council Member Nicole Brown

SUPPORTED BY: Council Member Vogt

On a voice vote, the motion carried, and the meeting adjourned at 10:51 p.m.