



## City Manager's Report: April 14, 2022

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### OPERATIONS

- **Councilmembers:**
  - **Monday, April 25, 2022 at 3:45 p.m.**, is the tentative date for Representative Slotkin to visit the Wastewater Treatment Plant. Councilmembers are encouraged to attend.
  - **Friday, April 29, 2022 at noon**, is the 2022 Arbor Day Ceremony at Maple Grove Cemetery. This year's honoree is Michelle Beloskur, former Executive Director of the Ingham County Conservation District. Public and Council are encouraged to attend, please park in the Community Garden parking lot and walk across to Maple Grove Cemetery. Invitation is attached.
  - **Monday, June 13, 2022, at 5:30 p.m.**, is the date for the next Joint Recognition Ceremony with Mason Public Schools. Councilmembers should plan to attend.
- **Master Plan Focus Groups:** Schedule attached. Staff will start promoting dates and encourages City Council to invite personally stakeholders in each group to participate, so we get robust feedback.
- Candidates who are interested in running for Mason City Council must file their Affidavit of Identity and Nominating Petitions with the Mason City Clerk by 4:00 p.m., April 19, 2022. City Council filing packets are available at the Mason City Clerk's Office.
- After conversations with staff that work with Senator Peters and Representative Slotkin, it was determined the joint DPW/ Bus Garage project was not eligible for a grant appropriation. Staff is no longer pursuing an appropriation for that project.

### Staffing Updates:

- **Current Open Positions (10):**
  - NEW HIRES/TRANSFERS
    - Mark Wriggelsworth was confirmed at the last City Council meeting on April 4, 2022 as Police Chief. He began his duties on April 5, as a part-time position, to transition from Eaton County, until he becomes full-time in October. A Pinning and Swearing in Ceremony, open to the public, will be set for a later date and time
  - CLOSED, EVALUATING APPLICANTS:
    - Permanent Part-Time Administrative Assistant, CD (1) – Offer has been made and accepted with pre-employment screenings taking place
    - Permanent Part-Time Administrative Assistant, Fire (1)– Offer has been made and accepted with pre-employment screening taking place
    - Temporary Part-Time Seasonal Laborer (5)– Interviews scheduled for week of April 18
  - OPEN, EXTERNALLY:
    - Seasonal Part-time Crossing Guard (1)- Open until filled.
    - Full-Time Laborer (1) – Posted externally closes externally on April 29
  - PREPARING/ EVALUATION POSTING:
    - Full-Time DPW Mechanic (1)- Evaluating position replacement.

### Traffic Updates:

- 500 Block of Hull Road- A resident on Hull Road Street complained of speeding vehicles, specifically S/B in the 55-mph zone. Officers were assigned to the area for targeted enforcement. **Status is complete and assignment is closed.**
- Corbin Street- A resident on Corbin Street complained of speeding vehicles, specifically Ash St. to Columbia. Officers have been assigned to the area for targeted enforcement. **Status is open.**
- Columbia Road- A resident on Columbia Road complained of speeding vehicles, specifically East city limits. Officers have been assigned to the area for target enforcement. **Status is open.**

## LARGE CITY PROJECTS

FY 2021-2022			
Project	Project Name/Description	Status	Completed
<b>STREETS, SIDEWALKS, SIGNALS(S)</b>			
2017-S23	Rayner St – Randolph St to Columbia St	Completed	July
2017-S24	Eugenia Dr – Northbrook St to End	Completed	November
2017-S25	Hall Blvd – Ash St to South St	Completed	November
2017-S26	Columbia St – Park St to Jefferson St	Completed	July
2019-S9b	Signal at E. Maple & S. Jefferson	Council awarded contract; May- direct notices to property owners in area and FB posts/ traffic control order authorized by Council; June- flashing lights and stop signs; and July- full implementation.	
<b>UTILITIES: SANITARY SEWER, STORM WATER, AND WATER DISTRIBUTION (U)</b>			
2017-U15	Replace Hydrants and Mason Plaza	Completed	November
2017-U34	Well No. 5 Rebuild	Completed	December
2019-U3a	Wastewater Treatment Plant – Design	In Process, anticipated completion 2023	
2021-U1	WTP- High-Pressure Pump VFD	In Process	
2021-U2	WTP- Replacement of Valves	<b>Received no responses to initial bid</b> , plan to rebid and reaching out directly currently.	
<b>PARKS/ CEMETERY/ FORESTRY/ NONMOTORIZED (P)</b>			
2017-P8	Laylin Park - Phase II	Pathway and sidewalk completed, bids for pavilion and design for signs, in progress.	
2020-P3	Hayhoe Riverwalk Trail – Eval. & Repair	Grant submitted, preparing bid documents	
2020-P6, 2020-P8, 2020-P12, 2020-P13, 2020-P14	Rayner Park- Plan/ Design Lee Austin Park- Plan/Design Bond Park - Plan/Design Griffin Park - Plan/Design Hayes Park - Plan/Design	In progress, anticipated drafts to Council in May.	
2020-P11	Rayner Park- Phase 1 Construction	Awaiting DNR grant funding, anticipate 4 <sup>th</sup> quarter notification.	
<b>MOTOR VEHICLE POOL (MVP)</b>			
2017-MVP22	Vehicle No. 83	Police	Moved to Next FY, in updated CIP ( <i>note there was error in previous Manager's report where this vehicle was confused with 86</i> )
2017-MVP23	Vehicle No. 21	Cemetery/ Parks	Vehicle ordered; anticipated arrival in June.
2017-MVP27	Vehicle No. 86	Police	Completed
2017-MVP24	Vehicle No. 59	Cemetery/ Parks	Completed
<b>BUILDING, PROPERTY, EQUIPMENT (B)</b>			
2018-B14	Fire Rehab 815 Replacement	Anticipate 4 <sup>th</sup> quarter of FY 21-22	
2019-B2a	City Hall – Phase I Design and Security	Security complete- work space eval has been delayed due to staff capacity.	
2020-B4a	DPW- Design	Staff finalizing concepts	
2017-B5b	Building: Library Phase 1, Part 1	<b>No bids were received again on March 30.</b> Staff is contacting contractors to determine interest in direct negotiations	
2017-B7	Building: Parking Lot Repairs	Completed	December
2017-B10	Fire: Furnace/AC, Office & Training Area	Anticipated 4 <sup>th</sup> quarter of FY 21-22	

<b>2017-B11</b>	Fire: Washing Machine	Completed	March
<b>2018-B15</b>	Fire: Sprinkler System in Truck Bay	Anticipated 4 <sup>th</sup> quarter of FY 21-22	
<b>2018-B16</b>	Fire: Station 1- Rear Approach	Completed	December
<b>2018-B21</b>	Police: Interview Rm Recording System	Ordered, expected installation in June	
<b>2018-B23</b>	Planning: Master Plan/Zoning Update	Beginning Focus Group meetings and public events.	
<b>2018-B24</b>	Building: Rental Furniture Replacement	Completed	April
<b>2019-B2b</b>	Building: City Hall Renovations	Moved to Next FY, in updated CIP	MOVED
<b>2019-B3</b>	Clerk: Laserfiche Avante Upgrade	Training is in process.	
<b>2020-B4b</b>	Public Works Facility Construction	Moved to Next FY, in updated CIP	MOVED

### FY 2022-2023

Project	Project Name/Description	Status	Completed
<b>STREETS, SIDEWALKS, SIGNALS(S)</b>			
<b>2017-S15</b>	S. Barnes Street – Ash to Kipp	Expected start is the week of May 2.	
<b>2019-S1</b>	Walnut Ct. – Columbia to Ash	Moved to Next FY by Council Action	MOVED
<b>UTILITIES: SANITARY SEWER, STORM WATER, AND WATER DISTRIBUTION (U)</b>			
<b>2017-U28</b>	S. Barnes Street Utilities – Ash to Kipp	Expected start is the week of May 2.	

### ACTIVE PROJECTS STATUS UPDATES (PROJECTS NOT COORDINATED BY THE CITY)

Project Name	Status
<b>PERMITS – COMMERCIAL PROJECTS</b> (listed only once when active)	
402 S. Jefferson – Risen Breakfast & Bakery <b>Active</b>	Building permit for new sign is active. HDC approved a Certificate of Appropriateness at a Special Meeting held Thursday, April 7.
202 Park – Ethos Real Estate West, Inc. <b>Active</b>	Building permit is active for a tear off and reroof.



# MI Mason. Our Plan, Our Future.

The City of Mason is updating its 20-Year Master Plan which serves as a guidebook to help elected officials and staff decide how to direct funding for infrastructure and services, and how to manage future growth based upon the community's unified vision. The Mason City Council and Planning Commission want to ensure a meaningful process and hear from as many different community perspectives as possible. As an important community stakeholder, we want to speak with you directly about Mason's future.

**Please join us for a Focus Group! You may choose to participate in more than one.**

## **Arts/Culture/Historic**

We want your perspective on how we can honor Mason's past, embrace our culture and facilitate the arts.

- May 2, 3:30-4:30 pm at City Hall – 2<sup>nd</sup> Flr Maple Room
- May 10, 12-1 pm by Zoom

## **Business Owners/Chamber (Corridor, Downtown, Manufacturing)**

We want your perspective on how we keep Mason business friendly and support our business associations.

- May 5, 4-5 pm by Zoom
- May 9, 10:30-11:30 am (after DDA) at City Hall – 1<sup>st</sup> Flr Sycamore Room

## **Contractors/ Developers/ Landscapers/ Realtors**

We want your perspective on how we keep Mason developer friendly from zoning requirements to quality of life.

- May 5, 10-11 am at City Hall – 2<sup>nd</sup> Flr Maple Room
- May 9, 4-5 pm by Zoom

## **Faith-Based Organizations/ Service Groups**

We want your perspective on how we keep your essential groups part of our growing future.

- May 11, 9-10 am by Zoom
- May 18, 3-4 pm at City Hall – 1<sup>st</sup> Flr Sycamore Room

## **General Public**

We want to make sure we didn't miss anyone!

- May 7, 9 am – 4:30 pm stop by our booth at Spring Fling!
- May 18, 6:30-7:30 pm by Zoom

## **Neighborhood Groups/ Residents (Homeowners, Renters, Property Managers and Associations)**

We want your perspective on how we keep Mason resident friendly and support our neighborhood associations.

- May 2, 12-1 pm by Zoom
- May 10, 6-7 pm at City Hall – 1<sup>st</sup> Flr Sycamore Room

## **Regional (Ingham County, Townships, Service Providers)**

We want your perspective on how Mason's growth impacts the region and our partners.

- May 16, 2:30-5 pm at City Hall – 1<sup>st</sup> Flr Sycamore Room

## **Seniors**

We want your perspective on how make sure seniors can age in place in Mason and how we can best keep you connected to the community.

- May 5, 12:30-1 pm at City Hall – 1<sup>st</sup> Flr Sycamore Room
- May 12, 2:30-3:30 pm by Zoom

Take the survey! Go to [www.mason.mi.us/MasterPlan](http://www.mason.mi.us/MasterPlan).

For more information, call Customer Service at 517-676-9155 or email [info@mason.mi.us](mailto:info@mason.mi.us).



# MI Mason. Our Plan, Our Future.

## FOCUS GROUP WORKSHEET

The Mason City Council and Planning Commission want to ensure a meaningful process and hear from as many different community perspectives as possible. As an important community stakeholder, we want to speak with you directly about Mason's future. Please review these questions in advance of the focus group meeting.

A few key questions we have for you include:

- *What are the most effective ways YOU BELIEVE Mason can continue to evolve while preserving our neighborhoods and small-town charm?*
- *What infrastructure projects, policy decisions and community engagement efforts will foster a more innovative, welcoming, and forward-thinking environment in Mason FOR YOU?*
- *Where and how do YOU THINK we should guide future development in Mason for the best utilization of space at the lowest cost to taxpayers?*
- *How do YOU THINK we create a development review process that is consistent, efficient, cost-effective, and honors the community's vision?*
- *What are YOUR NEEDS for the future and what changes can Mason make to support you regarding zoning, infrastructure and services, and development requirements?*
- *What decisions about the future are YOU most concerned about?*

## YOUR FEEDBACK:

Take the survey! Go to [www.mason.mi.us/MasterPlan](http://www.mason.mi.us/MasterPlan).  
For more information, call Customer Service at 517-676-9155 or email [info@mason.mi.us](mailto:info@mason.mi.us).  
201 W. Ash St. - Mason - MI 48854



## For Immediate Release: April 12, 2022

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### Contact:

- Deborah Stuart, City Manager, City of Mason  
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- Mark Wriggelsworth, Police Chief, City of Mason  
517.676.2458; [mwriggelsworth@ingham.org](mailto:mwriggelsworth@ingham.org)

### Mason Welcomes New Chief of Police

**Mason, MI** – The City of Mason is pleased to announce the appointment of Mark Wriggelsworth as Mason’s new Chief of Police. Chief Wriggelsworth’s service with Mason commenced on April 5, 2022, as a part-time position, to transition from Eaton County, until he becomes full-time in October.

Mark Wriggelsworth joins the City of Mason with over 24 years of service in law enforcement. He has served Eaton County since 1997, first as road patrol deputy, later as a patrol lieutenant, and most recently as a Captain. Eaton County Sheriff Reich and the City of Mason have agreed to a partnership to ensure the smooth transition between the departments that will result in Wriggelsworth working temporarily at both departments until moving to full-time in October.

“Mark Wriggelsworth is a dynamic leader with extensive experience and an impressive law enforcement career. We are excited to have Mark join the Mason Team,” said City Manager Deborah Stuart.

Throughout his law enforcement career, Wriggelsworth has moved up the ranks and has served on patrol, field training officer, narcotics assignment, road patrol sergeant, commander of Delta Charter Township substation, administrative services captain and most recently road patrol captain. Wriggelsworth is a dedicated public servant, who has earned many accolades and accomplishments, and brings a wealth of experience to the position.

Wriggelsworth is a graduate of the MSU Eli Broad College of Business with a Bachelor of Arts Degree in Human Resource Management. He is also an alumnus of the 9<sup>th</sup> class of the MSU School of Staff and Command.

“I am excited for the opportunity to work with the team in Mason. I look forward to building relationships with residents, business owners, and employees. I also look forward to help ensure that Mason continues to be a safe and welcoming environment for our citizens and visitors.” said Wriggelsworth.

Recruitment for the Chief of Police position was a highly competitive search which resulted in 11 highly qualified applicants. The leading candidates went through an extensive interview process, followed by a full background check and unanimous confirmation by the City Council in which Mark Wriggelsworth prevailed as the top choice for Mason.

Mark Wriggelsworth has a family history with law enforcement in Ingham County, including his father, former Ingham County Sheriff, Gene Wriggelsworth, and his brother, current Ingham County Sheriff, Scott Wriggelsworth. He is married to his wife, Kelly, of 17 years. He has 3 sons, Rorie, a Sheriff’s Deputy in Ottawa County, Reece 16, and Ryan 13.

An official pinning and swearing in ceremony will be announced soon for the public to attend.

Please join us in giving our new Chief, Mark Wriggelsworth, a warm welcome to the City of Mason!

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# CITY OF MASON 2022 ARBOR DAY

PLEASE JOIN US:

Friday, April 29, 2022  
12:00 pm, noon

AT:

Maple Grove Cemetery  
213 N. Jefferson

**\*Use Community Garden Parking lot and  
Enter Cemetery by Pedestrian Bridge**



**“Other holidays repose upon the past;  
Arbor Day proposes for the future.”**

TO CELEBRATE:

**THE 2022 ARBOR DAY HONOREE  
Michelle Beloskur**

*J. Sterling Morton  
Arbor Day Founder*



TREE COMMISSION

Elaine Ferris, Chair  
Scott Shattuck, Vice-Chair  
Jon Ireland

*History of Arbor Day  
Tree Commission*

*Tribute to the Honoree  
Tree Commission*

*Arbor Day Proclamation  
Russell Whipple, Mayor*

**A Chinquapin Oak Tree  
will be planted  
in honor of**

**Michelle Beloskur**

***2022 Arbor Day Honoree***