



City Manager's Report: May 31, 2019

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

Project Name	Status
202 & 206 Mason Street, 332 Center Street	A request has been received from Ian Richardson, Doberman Technologies, for Final Site Plan Approval to demolish structures at 202 and 206 Mason Street, and 332 Center Street, and construct a new 4,200 sq ft commercial building along with a 24-space asphalt parking lot.
318 W. Kipp - Klavon's 228 W. Kipp - Klavon's	A Temporary Certificate of Occupancy has been issued. Staff anticipates a Special Use/Site Plan Application for the development of the overflow parking lot in the near future.
322 S. Jefferson Commercial Bank	Three building permits are active for interior and exterior renovations.
402 S. Jefferson (former Baja Grill)	The building permit is active for interior and exterior renovations.
201 W. Ash City Hall	Anticipate installation of T-Mobile equipment to begin when time permits for company.
154 W. Maple (former shoe store)	Building permit has been issued. A Letter of Intent is being issued for support of the project at a lower amount than requested. Developer is evaluating the feasibility of the project.
600 Buhl St. Ingham Animal Shelter	Building permit active for new construction. Staff anticipates a demolition permit in the near future for the old existing structure. Ribbon cutting planned on June 14.
652 Hull Rd New Goodwill	Staff has received a building permit application and is waiting for supplemental information confirming permits from the State and County have been obtained.
400 S. Cedar St Harvey Education Center	State building permit active for construction of new addition as part of the Phase 1 Bond Project. More information available at: http://bondprojects.masonk12.net/ .
801 N. Cedar St. (City Limits)	On May 14, the Planning Commission approved the Final Site Plan to construct a 4,828 sq ft addition along with additional parking. A demolition permit application is anticipated in the near future to begin initial staging and site work; followed by a building permit application.
525 N. Cedar	On May 14, the Planning Commission approved the Final Site Plan for Timeless Treasures, for the renovation of an existing building to be used as an antique mall with vendor spaces.
118 W. Oak St. (former school administration building)	On May 14, the Planning Commission approved the Final Site Plan for Dave Meredith, WCH LLC, for the change of use and renovation on the first floor to an arcade and escape room. Staff anticipates a building permit application in the near future.
Ash/Cedar (M-36) - MDOT	The lights are installed, waiting for Consumers to connect power to the new signals to become operational. Connection date is pending.
SUBDIVISIONS	<i>Subdivisions require three stages of approval before site plan approval and building permits can be issued: (1) Tentative Preliminary Plat, (2) Final Preliminary Plat, (3) Final Plat.</i>
Enclave at Rayner Ponds Subdivision (19 lots, 1 park)	The City has approved a Tentative Preliminary Plat (Stage 1) and is waiting to receive an application for Final Preliminary Plat (Stage 2).
Rayner Ponds – Phase 4 Subdivision (16 lots)	The City approved a Tentative Preliminary Plat in January of 2018 (Stage 1). City Council approved the Final Preliminary Plat (Stage 2) on January 21, 2019. The applicant will submit a Final Plat for approval (Stage 3) next.

OPERATIONS AND COMMUNITY RELATIONS

- Tentative day for Rayner Playground Assessment is June 20th. Anticipate receiving results by August.
- Off. Bradley is now a state certified a Salvage Vehicle Inspector. Making him one of only two currently in Ingham Co.
- A grant application was submitted to the DOJ for approval for the purchase of (3) new pieces soft body armor (vests) for officers. A preapproval in the amount of \$989.75 was made. Soft body armor is on an approximate 5-year replacement cycle and are individually fitted to each officer.
- A tuition grant was awarded to the City of Mason from MMRMA in the amount \$650 for 50% tuition of a First Line Supervisor Course completed by Sgt. Budd on May 10, 2019.

- I.T. Right has replaced the City's firewall, web and email filtering system. This upgrade replaces old equipment with equipment I.T. Right utilizes in their operations. You will see a change in the quarantined email reports as part of this upgrade.
- The City received a second payment of \$50,603.74 for Personal Property Tax loss reimbursements. With recent changes to the PPT, the first distribution occurs in October and covers 100% of eligible losses. Any funds remaining after the 100% distribution were then available to address error corrections/appeals to be distributed annually the following May. Following the disbursement of those error corrections, any remaining funds are distributed on a pro-rata basis to communities based upon their proportion of eligible qualified loss.
- Mason was featured in Michigan Trails Magazine. See attached article.
- **Councilmember Invitations, Events and Trainings:**
 - **Friday, June 14 at 2pm:** The Ingham County Animal Control & Shelter is hosting their Ribbon Cutting & Grand Opening at 600 Buhl Street, Mason.
 - **Tuesday, June 18 at 5pm:** The Michigan chapter of the American Planning Association is hosting a Basic Training on Planning and Zoning Essentials at City Hall in the Maple Room. This is an opportunity to learn about how the Master Plan, CIP, Zoning ordinances, and development review fits together to achieve our Community Vision. The cost is approximately \$78 per person and travel is local. Please contact Dana Martin by **Tuesday, June 11, 2019** to RSVP.
 - **September 25-27:** The Michigan Municipal League has announced that their annual convention will be at the COBO Center in Detroit. Please let Dana Martin know if you have an interest in attending by **Tuesday, June 11, 2019**. Selection of representatives will be at the next City Council Meeting on June 17 to ensure we can meet early bird registration for attendees.

Staffing Updates:

- New Hires/Promotions: Jacob Rector started June 3 as a Seasonal-Temporary Laborer and Max Barton will be starting June 4 as a Seasonal-Temporary Laborer.
- Open Positions: Seasonal-Temporary Laborer, Part-time Custodian - has been offered and pre-employment background checks are being completed, Part-time Administrative Assistant-Community Development - interviews have been completed and a decision will be made soon. Full-time Police Officer – has closed and applications are under review.

LARGE CITY PROJECTS

FY 2018-2019			
Project	Project Name/Description	Status	Completed
STREETS, SIDEWALKS, BRIDGES (S)			
2017-S6	South St - Northbrook to City Limits	Complete	Sep
2017-S7	Avon Street - All	Complete	Sep
2017-S8	Northbrook - South to Carom Circle	Complete	Sep
2017-S9	S. Jefferson - Oak Street to Kipp Road	Anticipated start date June 10, 2019. Work to begin at the north end and work to the south.	
2017-S10	Sidewalk Program – Downtown and Summerwood	Work downtown completed. Working in Summerwood, progress has been delayed by rain.	
2018-S1	MDOT- Temple Street Safety Grant	MDOT Grade Inspection completed. Awaiting MDOT comments and authorization to bid.	
2018-S32	Columbia - Cedar to US 127	Complete	Sep
UTILITIES: SANITARY SEWER, STORM WATER, AND WATER DISTRIBUTION (U)			
2018-U1	Utilities for Properties on Kipp Road	Complete	Sep
2017-U3.2	Waste Water Treatment Plant Upgrades Study	Complete	Oct
2017-U3.3	Design of the New DPW Facility	Delayed until future FY (2019-2020)	N/A
2017-U6	Abandon Wells by Airport	Delayed until future FY (2021-2022)	N/A
2017-U9	Northbrook - South to Carom Circle	Complete	Sep
2017-U10	S. Jefferson - Oak St to Kipp Road	See 2017-S9 above	
2017-U12	300,000 G Storage Tank Top Sealing	Removed, included with WWTP Upgrade Project	N/A
2017-U13	Well No. 7 Rebuild	Complete	May
2017-U15	Replace Two Fire Hydrants Behind Mason Plaza	Delayed until future FY (2019-2020)	N/A

2017-U16	Cathodic Protection for Ground Storage Tank	Delayed until future FY (2020-2021)	N/A
2017-U17	High Service Pump No. 1 Rebuild	Complete	Mar
2017-U18	Replace Chlorine Analyzer	Complete	Aug
2018-U35	BS&A Work Order Application	Awarded May 20, 2019; Installation anticipated first quarter of FY 2019-2020	May
2018-U36	Sewer Push Camera Replacement	Complete	Nov
2018-U37	Log Jam Removal Sycamore Creek	Complete	Nov
PARKS/ CEMETERY/ FORESTRY/ NONMOTORIZED (P)			
2017-P8	Laylin Park Improvements	Staff is evaluating final work priorities for the spring.	
2018-P1	Howell Road - (Dart Trailhead)	Complete	Nov
2018-P2	Howell Road - Hayhoe Riverwalk	Complete	Nov
2018-P3	Planning: 5-year Parks/Recreation Plan; Bond Park Improvements	Technical work is underway and will continue, along with public engagement, through the summer.	
2018-P5	City Tree Evaluation	Evaluation is completed and reports delivered.	
MOTOR VEHICLE POOL (MVP)			
2017-MVP6	1/2 Ton 2x4 Pickup Truck	Complete	Sep
2017-MVP7	Mower	Complete	Jul
2017-MVP8	Police Cars	Complete	Jan
2017-MVP9	Large Items (Leaf Vacuum)	Complete	Nov
2017-MVP10	5-yard Dump/Plow Truck	Complete (Build Out with Equipment Next Year)	May
2017-MVP18	Command Vehicle	Complete	Oct
2017-MVP30	Front End Material Loader	Complete	Nov
BUILDING, PROPERTY, EQUIPMENT (B)			
2017-B1	Library- Facility Evaluation	The concept design is being finalized. The project will move forward to the final design and construction phases next as funding is confirmed.	
2017-B3.1	Police: Portable Radios	Complete	Oct
2017-B4	City Hall Landscaping and Lighting	Phase 1 completed. Phase 2/3 scheduled for the spring as time and budget allows.	
2017-B6	Fire: Fire Engine 809/Tower 808	Truck is on order; completion anticipated 2020	
2018-B4	IT: BS&A Timesheet Program	Not started, connection issues with offsite facilities; purchase will be pushed to another year	
2018-B4	IT: BS&A Cemetery and HR Upgrade	Complete	Nov
2018-B6	IT: AV Room Technology Patch	Equipment on order with installation expected in June.	
2018-B7	Planning: Cedar/127 Corridor (Transportation and Land Use)	Moved to 2019-2021 – integrate with master plan	N/A
2018-B24	City Hall Rental Space Furniture Replacement	Old rectangle tables have been replaced with plastic ones. New chairs are currently being evaluated.	

FY 2019-2020			
Project	Project Name/Description	Status	Completed
	2019 Local Streets	Start date has been delayed due to rain. Anticipated pulverizing beginning June 7, 2019.	

MICHIGAN

TRAILS

2019

MAGAZINE

WWW.MITRAILS.ORG



YOUR GUIDE TO OVER 130 OF
MICHIGAN'S BEST NONMOTORIZED BIKING,
HIKING AND WATER TRAILS.



WEST MICHIGAN
TRAILS & GREENWAYS
COALITION

Ride your bike or hike to this scenic cliff overlooking Lake Superior and the North Lighthouse on Grand Island near Pictured Rocks National Lakeshore. See page 37.

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Nestled in the heart of mid-Michigan,
you'll find *Hometown USA!*

Mason



The Hayhoe Riverwalk takes you through the picturesque city of Mason, Michigan.

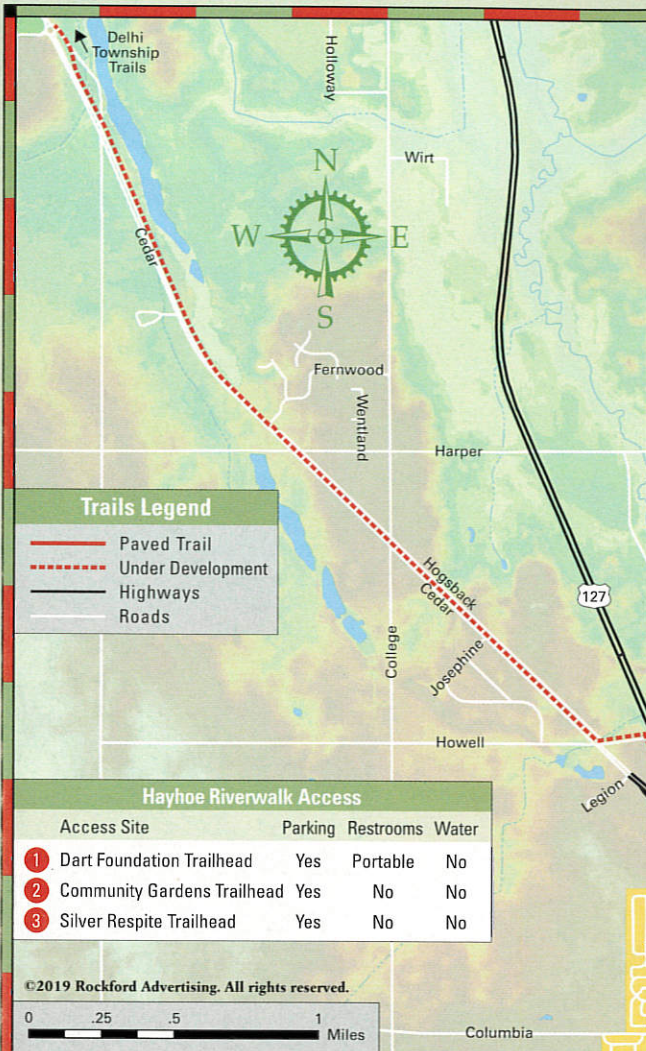
Mason is the seat of Ingham County government. The clock tower of the historic Ingham County Courthouse is a beacon in the heart of the community and is the centerpiece of our downtown area.

Mason is only minutes south of Lansing, the state capital. The small

town lifestyle and agricultural setting of the Mason area attracts residents and employers who enjoy a buffer from nearby suburban areas.

Quiet and attractive, Mason has quaint shops, an antiques district, brewpub, coffee shop, ice cream parlor, deli, hometown services, many city parks, and convenient, quick access to the Lansing metropolitan area and Michigan State University.

www.MasonChamber.org



Hayhoe Riverwalk

Part of the Hayhoe Riverwalk was built on the bed of an abandoned interurban railway. The original rail depot was located just south of Ash Street.



Hayhoe Riverwalk

The 3-mile Hayhoe Riverwalk takes you on a scenic tour through the historic city of Mason following the edge of Sycamore Creek.

Popular with runners, walkers and cyclists alike, this non-motorized paved pathway was built by the Hayhoe family and donated to the Mason community in honor of their father, the late Richard Hayhoe. Founder and owner of Capital Excavating & Paving, Richard Hayhoe spent much of his life paving the streets and roads in and around Mason. It only seemed fitting to build an asphalt path in memory of Mason's preeminent road builder.

Listen to the gurgling waters of Sycamore Creek as you pass by the seasonal wildflowers, shady trees and natural surroundings of the Hayhoe Riverwalk. This quiet pathway crosses several bridges over the creek, including two former railway bridges.

The section of trail between Jefferson and Maple streets was built on the original rail bed of the former Michigan United Railway, an electrified interurban railway that ran through Mason from Jackson to St. Johns from 1909 to 1929. The original rail depot, located just south of Ash Street, was demolished long ago.

The Hayhoe Riverwalk continues to grow. This year, the paved path will be extended along Kerns Road to Cedar Street. In the next few years, another extension of the trail will be built going west along Howell Road and north along Cedar Street, connecting with the Delhi Township Trails at a new trailhead being built near Holbrook Circle in Holt. The new trailhead is part of a project called Esker Landing that will include a fishing pier and non-motorized access to Cedar Lake.