



City Manager's Report: October 14, 2022

OPERATIONS

- **Michigan Municipal Risk Management Authority (MMRMA)** – City of Mason received a distribution of \$21,640 for our share of excess net assets from MMRMA and \$6,385 net assets from the State Pool Retention Fund.
- **Training:** K9 Officer Hayden Wildfong and K9 Tamarack attended the 2022 NAPCH Alpena Seminar 10/1-10/6/2022. Officer Wildfong and Tamarack were trained in Tracking, Search, Aggression, and Ace School. Officer Frank Nehr attended Sig Sauer Training on 10/5-10/6/2022 at Lansing Police Department. He is now M4 Armorer certified.
- Community Development Director Hude attended the Michigan Association of Planning Conference October 12-13 and presented on Mason's Art Alley installations on a panel related to Creative Placemaking.
- Billie O'Berry, Code Enforcement/Community Resource Officer, has been working with Mason Community Services (MCS) and other organizations to help community members address property maintenance issues rather than cite them for violations. Recently, she connected a homeowner with MCS, and a crew of volunteers will be helping with roof repair and painting. This is a great example of community coordination.
- **Staffing Updates:** Current Open Positions (5)
 - **NEW HIRES:**
 - Tanner Miller was hired as a Firefighter August 29, 2022
 - Caylei Ellison was hired as a Part-Time Custodian effective October 5, 2022
 - Sarah Grier was hired as a Part-Time Administrative Assistant – Community Development effective October 17, 2022
 - **RESIGNATIONS**
 - Racquel (Kelly) Flores resigned as a Full-Time Police Officer Effective October 13, 2022
 - Jason Depew resigned as a Full-Time Laborer Effective October 28, 2022.
 - **APPLICANTS:**
 - Full-Time Laborer (3) – First round interviews took place on October 13 and 14. The second round will occur the week of October 17, 2022.
 - **OPEN, EXTERNALLY:**
 - Full-Time Police Officer (1) – Closes on November 17, 2022
 - Seasonal Part-time Crossing Guard (1) - Open until filled.
- **Traffic Updates:**
 - S. Barnes St. and Kipp intersection- Reopened due to the commencement of school. Evaluation is continuing. **Status is open and will be completed on 10/14/2022.**

LARGE CITY PROJECTS

FY 2021-2022			
Project	Project Name/Description	Status	Completed
UTILITIES: SANITARY SEWER, STORM WATER, AND WATER DISTRIBUTION (U)			
2019-U3a	Wastewater Treatment Plant – Design	In Process, anticipated completion 2023	
2021-U1	WTP- High-Pressure Pump VFD	Supply Chain Issues: anticipated January 2023	
PARKS/ CEMETERY/ FORESTRY/ NONMOTORIZED (P)			
2017-P8	Laylin Park - Phase II	Waiting for Consumers work to be completed	
2020-P6, P8, P12, P13, P14	Plan/ Design-Rayner Park, Lee Austin Park, Bond Park, Griffin Park, Hayes Park	In progress, anticipated drafts to Council delayed to October due to priority shift to finding ambulance provider.	

BUILDING, PROPERTY, EQUIPMENT (B)			
2018-B23	Planning: Master Plan/Zoning Update	Staff anticipates that the draft master plan being delayed to November due to priority shift due to staffing constraints.	

FY 2022-2023				
Project	Project Name/Description	Status	Completed	
STREETS, SIDEWALKS, SIGNALS(S)				
2017-S15/ 2017-U28	S. Barnes Street – Ash to Kipp	All lead water service lines have been replaced, anticipated completion of paving by end of October.		
2019-S1	Walnut Ct. – Columbia to Ash	Moved to Next FY by Council Action	MOVED	
UTILITIES: SANITARY SEWER, STORM WATER, AND WATER DISTRIBUTION (U)				
2018-U39	Well No. 9 (Temple St.) Rebuild	Well No. 8 has become a higher priority, staff evaluating a change in well rebuild.		
2022-U1	Headworks Huber Screen	Anticipated 2 nd quarter of FY 22-23		
PARKS/ CEMETERY/ FORESTRY/ NONMOTORIZED (P)				
2020-P3	Hayhoe Riverwalk Trail – Eval. & Repair	Anticipate Bidding 3 rd quarter of FY 22-23		
2020-P11	Rayner Park- Phase 1 Construction	City Council considering executing Project Agreement, Anticipate Bidding 3 rd quarter of FY 22-23		
2020-P1	Columbia Street Bridge: Non-Motorized Connection	County Approved Grant as a Late Award, Awaiting Grant Documents, Anticipate Bidding 3 rd quarter of FY 22-23		
2020-P15	Jefferson Trailhead/ Cemetery/ Community Garden	Anticipate Bidding 3 rd quarter of FY 22-23		
2020-P17	Non-motorized Program: Southeast Quadrant of the City	Anticipate Bidding 3 rd quarter of FY 22-23		
2020-P1	Maple Grove Cemetery: Columbarium (3)	Anticipate Bidding 3 rd quarter of FY 22-23		
MOTOR VEHICLE POOL (MVP)				
2017-MVP22	Vehicle No. 83	Police	On order; anticipated arrival in late spring	
2017-MVP18a	Vehicle No. 24	Dump/Plow Truck	Council approved; ordering in process	
2022-MVP1		Concrete Grinder	Completed	September
2022-MVP2	Trailer No. 53	Public Works	Completed	October
2022-MVP3	Trailer No. 55	Public Works	Completed	September
2022-MVP4	Mower Attach No. 39	Public Works	Completed	September
BUILDING, PROPERTY, EQUIPMENT (B)				
2018-B14	Fire: Rehab 815 Replacement	Anticipate 2 nd quarter of FY 22-23		
2020-B4a	DPW: Facility Design	Staff finalizing concepts, Anticipate bidding 2 nd quarter of FY 22-23		
2017-B5b	Building: Library Phase 1, Part 1	Staff reviewing estimates from contractor, amending scope of SHPO grant for essential items, and awaiting grant consideration from MEDC to fill gap (anticipate announcement Sept)		
2017-B10	Fire: Furnace/AC, Office & Training Area	Anticipate 3 rd quarter of FY 22-23		
2018-B15	Fire: Sprinkler System in Truck Bay	Anticipate 3 rd quarter of FY 22-23		

2018-B20	Fire: Carpet Replacement for Station 1	Anticipate 3 rd quarter of FY 22-23	
2018-B25	Police: In-Car Digital Recording System	Anticipate 3 rd quarter of FY 22-23	
2018-B23a	Cedar/127 Corridor Sub-area Plan	Anticipate 4 th quarter of FY 22-23	
2018-B23b	Kipp Road/Temple Street Sub-Area Plan	Underway through County grant, met with consultants to confirm outstanding items.	
2019-B2b	City Hall Renovations: Phase 1 /Carpet	Anticipate Bidding 2 nd quarter of FY 22-23	
2020-B4b	Public Works: Facility Construction	Anticipate Bidding 3 rd quarter of FY 22-23	
2022-B1	Ordinance Update: Planning, Subdivision, Signs, STR	Anticipate 2 nd quarter of FY 22-23	

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

Project Name	Status
PERMITS – COMMERCIAL PROJECTS (listed only once when active)	
Meijer – 550 Hull Rd	Applicant is seeking amendment to Special Use Permit with concurrent Preliminary and Final Site Plan Approval to renovate and relocate the existing Meijer Pharmacy drop-off lane to the front portion of the existing garden center. The garden center will be reduced in size and outdoor storage will be located in the center portion of the new pharmacy drive-up area. The Planning Commission will consider the request at their regular meeting on Tuesday, November 15.