



## City Manager's Report: November 4, 2022

---

### IMPORTANT DATES:

- **Tuesday, November 15, 2022, 6:30 p.m.** Planning Commission Public Hearing - as part of the request from Meijer who is seeking an amendment to their 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 in the center portion of the new pharmacy drive-up area.
- **Tuesday, November 15, 2022, 7:30 pm** City Council and Planning Commission Joint Master Plan Meeting.

### OPERATIONS

- **Water Main Break:** October 23, 2022 a 12" water main broke at the intersection of Stag Thicket Lane and Hunting Meadows Drive. The water main had a hole approximately 2 ½" in diameter and was allowing massive amounts water to escape into the ground and onto the roadway. Several water distribution system valves had to be isolated to reduce the water pressure in the broken water main.
  - **Impacted Areas:** Hunting Meadows Subdivision, the Summerwood Subdivision, the Coventry Subdivision, Sycamore Village, and West South Street from Northbrook Street.
  - **Impacted Use:** Staff issued a boil water notice to impacted residents due to the loss of water pressure. The city posted updates throughout the night on social media and the website. Staff also hand delivered the notice to all impacted residents after 7am. In the following days, two sets of 3 coliform samples were taken 24 hours apart and submitted to the EGLE drinking water laboratory. All six samples were reported as "Not Detected for Coliform". On the afternoon of October 26, the boil water notice was lifted.
  - **One- City Recognition:** Multiple staff worked through the night in difficult conditions to repair and contain the watermain break. Special thanks to Kirk Crawford, Levi Rice, and their respective teams for repairing the issue and limiting impact; Sam Bibler and his team for monitoring water levels; Chief Wrigglesworth and his team for assisting in delivering boil water notices, so other staff could be relieved.
- **Training:**
  - Active Violence Incident (AVI) training at Sparrow Hospital St. Lawrence Campus: Officers Croley, Demo
  - Scenario-based training (SIMS) at the Wilson Talent Center training house: All police staff
  - Disney Institute, Customer Service Training: Jacqui Johnson, Kortney Miller, Jennifer Rapson
  - MISS DIGG Training: Mike Parisian, Matt Johnson, Shawn O'Berry, Dillion Allen
- **Community Engagement:** No Shave November Fundraiser- Police Staff have taken the initiative and requested to raise funds for the Mason Food Bank during the Holiday Season, 11/1-12/31/2022.
- **Equipment Changes:** Officer Adam Croley is the first officer to be outfitted with his own outer carrier vest that allows for equipment to be taken off the gun belt. This helps decrease injuries associated with long-term wearing of gun belts and inner vests.
- **Staffing Updates:** Current Open Positions (4)
  - NEW HIRES: Jordan Cook was hired as a Full-Time Laborer effective November 1, 2022
  - APPLICANTS: Full-Time Laborer (2) – Offers made, accepted; pre-employment screenings are taking place.
  - OPEN, EXTERNALLY:
    - Full-Time Police Officer (1) – Closes on November 17, 2022
    - Seasonal Part-time Crossing Guard (1) - Open until filled.
  - The TPOAM Union Contract has been fully executed. All employees with the union are aware of their current level and the steps to achieve the next level with have been evaluated with the following results:
    - 5- Qualified Candidates
    - 7- Level 2
    - 8- Level 1
    - 0- Level 3

## LARGE CITY PROJECTS

FY 2021-2022			
Project	Project Name/Description	Status	Completed
<b>UTILITIES: SANITARY SEWER, STORM WATER, AND WATER DISTRIBUTION (U)</b>			
2019-U3a	Wastewater Treatment Plant – Design	In Process, anticipated completion 2023.	
	<p>HRC has been conducting flow monitoring per EGLEs request as part of the project and have narrowed down an issue to allow us to find an open manhole in the flood plain that we believe was damaged for unknown reasons. We are working EGLE to determine if this will reduce the size of the equalization tank needed. Staff met with the EPA this week regarding the requirements for the federal appropriation. HRC is currently within their contract amount, but these additional requirements and flow monitoring may ultimately require a change order to the contract depending on how the remainder of the project progresses.</p> <p>Staff anticipates presenting to Council in December an update with current finding, status of design, and funding requirements with the consultant.</p> <p>Staff met last week with the rate consultants and anticipate presenting to Council in January a recommendation related to rate increases for July 2023.</p>		
2021-U1	WTP- High-Pressure Pump VFD	Supply Chain Issues: anticipated January 2023	
<b>PARKS/ CEMETERY/ FORESTRY/ NONMOTORIZED (P)</b>			
2017-P8	Laylin Park - Phase II	Consumers have notified us that due to supply chain issues, they will not complete the work until after the first of the year.	
2020-P6, P8, P12, P13, P14	Plan/ Design-Rayner Park, Lee Austin Park, Bond Park, Griffin Park, Hayes Park	In progress, staff is doing final design review and making updates based on internal feedback. Anticipate recommendation to Council in January.	
<b>BUILDING, PROPERTY, EQUIPMENT (B)</b>			
2018-B23	Planning: Master Plan/Zoning Update	Staff will present the draft Master Plan to City Council and Planning Commission at a joint meeting on November 15, 2022 at 7:30 pm.	

FY 2022-2023			
Project	Project Name/Description	Status	Completed
<b>STREETS, SIDEWALKS, SIGNALS(S)</b>			
2017-S15/ 2017-U28	S. Barnes Street – Ash to Kipp	Complete except for final signage and final walk through.	
2019-S1	Walnut Ct. – Columbia to Ash	Moved to Next FY by Council Action	MOVED
<b>UTILITIES: SANITARY SEWER, STORM WATER, AND WATER DISTRIBUTION (U)</b>			
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 <sup>nd</sup> quarter of FY 22-23	
<b>PARKS/ CEMETERY/ FORESTRY/ NONMOTORIZED (P)</b>			
2020-P3	Hayhoe Riverwalk Trail – Eval. & Repair	Anticipate Bidding 3 <sup>rd</sup> quarter of FY 22-23	
2020-P11	Rayner Park- Phase 1 Construction	Anticipate Bidding 3 <sup>rd</sup> quarter of FY 22-23	
2020-P1	Columbia Bridge: Non-Motorized Connect	Anticipate Bidding 3 <sup>rd</sup> quarter of FY 22-23	
2020-P15	Jefferson Trailhead/ CommGarden	Anticipate Bidding 3 <sup>rd</sup> quarter of FY 22-23	
2020-P17	Non-motorized Program: Southeast Quadrant of the City	Anticipate Bidding 3 <sup>rd</sup> quarter of FY 22-23	
2020-P1	Maple Grove Cemetery: Columbarium (3)	Anticipate Bidding 3 <sup>rd</sup> quarter of FY 22-23	

<b>MOTOR VEHICLE POOL (MVP)</b>				
<b>2017-MVP22</b>	Vehicle No. 83	Police	On order; anticipated arrival late spring	
<b>2017-MVP18a</b>	Vehicle No. 24	Dump/Plow Truck	Council approved; ordering in process	
<b>2022-MVP1</b>		Concrete Grinder	Completed	September
<b>2022-MVP2</b>	Trailer No. 53	Public Works	Completed	October
<b>2022-MVP3</b>	Trailer No. 55	Public Works	Completed	September
<b>2022-MVP4</b>	Mower Attach No. 39	Public Works	Completed	September
<b>BUILDING, PROPERTY, EQUIPMENT (B)</b>				
<b>2018-B14</b>	Fire: Rehab 815 Replacement		Anticipate 2 <sup>nd</sup> quarter of FY 22-23	
<b>2020-B4a</b>	DPW: Facility Design		Anticipate Bidding 3 <sup>rd</sup> quarter of FY 22-23	
<b>2017-B5b</b>	Building: Library Phase 1, Part 1		Staff met with CADL, proposing adjusting plans to reduce project, plan to meet with architect and contractor to get updated costs and recommendation to Council.	
<b>2017-B10</b>	Fire: Furnace/AC, Office & Training Area		Anticipate 3 <sup>rd</sup> quarter of FY 22-23	
<b>2018-B15</b>	Fire: Sprinkler System in Truck Bay		Anticipate 3 <sup>rd</sup> quarter of FY 22-23	
<b>2018-B20</b>	Fire: Carpet Replacement for Station 1		Anticipate 3 <sup>rd</sup> quarter of FY 22-23	
<b>2018-B25</b>	Police: In-Car Digital Recording System		Anticipate 3 <sup>rd</sup> quarter of FY 22-23	
<b>2018-B23a</b>	Cedar/127 Corridor Sub-area Plan		Anticipate 4 <sup>th</sup> quarter of FY 22-23	
<b>2018-B23b</b>	Kipp Road/Temple Street Sub-Area Plan		In progress	
<b>2019-B2b</b>	City Hall Renovations: Phase 1 /Carpet		Anticipate Bidding 3 <sup>rd</sup> quarter of FY 22-23	
<b>2020-B4b</b>	Public Works: Facility Construction		Anticipate Bidding 3 <sup>rd</sup> quarter of FY 22-23	
<b>2022-B1</b>	Ordinance Update: Planning, Subdivision, Signs, STR		Anticipate 3 <sup>rd</sup> quarter of FY 22-23	

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

No permits approved during report time-period.