



City Manager's Report: March 3, 2022

OPERATIONS

- **Councilmembers:** Monday, March 21, 2022, at 6:30 p.m., is the date for the next Joint Recognition Ceremony with Mason Public Schools. Councilmembers should plan to attend.
- **Councilmembers:** Wednesday, March 23, 2022, from 4:00 p.m. to 6:00 p.m. is the retirement celebration for Police Chief, Don Hanson. City Council and the community is encouraged to attend.
- **Councilmembers:** Monday, April 11, 2022, will be the Budget Workshop; time will be determined.
- 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.
- The City of Mason has been awarded a Drinking Water Asset Management Grant from Michigan Department of environment, Great Lakes, and Energy (EGLE). Additional information can be found [here](#). This grant was mentioned during the Capital Improvement Program Workshop and will assist in the Distribution System Material Inventories as required by Michigan's revised Lead and Copper Rule.
- The State House voted 71-33 to support significant relief to municipal pensions this week. [HB 5054](#) that would provide \$1.15B in state general fund resources will be utilized to provide direct assistance to municipalities to help pay down municipal pension debt. There will be two parts to the grant program, \$900M will be utilized to get all pensions that are less than 60% funded up to 60% funded, and \$250M will be provided to pensions that are 60% funded or greater. We believe if this passes, Mason may be eligible for a million dollars towards our current net pension liability of approximately \$6 million dollars. We are watching this closely and the requirements we would have to meet to be eligible, but it could have a significant impact financially for us.

Staffing Updates:

- **Current Open Positions (11):**
 - CLOSED, EVALUATING APPLICANTS:
 - Full-Time Water Treatment Operator: Interviews in process.
 - Full-Time Chief of Police (Retiring 3/31/2022): Interviews in process.
 - OPEN, EXTERNALLY:
 - Seasonal Part-time Crossing Guard (1): Open until filled.
 - PREPARING/ EVALUATION POSTING:
 - Full-Time DPW Laborer: Closed internally, preparing external posting
 - Permanent Part-Time Administrative Assistant (Community Development): posting closes 3/23/2022
 - Seasonal Part-time DPW (5): Preparing to post
 - Permanent Part-Time Administrative Assistant (Fire Department): posting closes 3/23/2022
 - Full-Time DPW Mechanic: Evaluating position replacement

Traffic Updates:

- 500 Block of Hull Road - A citizen who lives 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 open.**

LARGE CITY PROJECTS

FY 2020-2021 CARRYOVER DUE TO TIMING			
Project	Project Name/Description	Status	Completed
PARKS/ CEMETERY/ FORESTRY/ NONMOTORIZED (P)			
2017-P8	Laylin Park - Phase II	Pathway and sidewalk completed, bids for pavilion and design for signs, in progress.	
2020-P8	Rayner Park- Master Park Plan	In progress, anticipated completion winter	

BUILDING, PROPERTY, EQUIPMENT (B)			
2018-B14	Fire Rehab 815 Replacement	Anticipate delivery 3rd quarter 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 reviewing concepts	

FY 2021-2022

Project	Project Name/Description	Status	Completed
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STREETS, SIDEWALKS, SIGNALS(S)

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	Awarded Contract	

UTILITIES: SANITARY SEWER, STORM WATER, AND WATER DISTRIBUTION (U)

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	Council Agenda Item	
2021-U2	WTP- Replacement of Valves	Received no responses for bid, rebidding and reaching out directly currently.	

PARKS/ CEMETERY/ FORESTRY/ NONMOTORIZED (P)

2020-P3	Hayhoe Riverwalk Trail – Eval. & Repair	Grant submitted	
2020-P6, 2020-P12, 2020-P13, 2020-P14	Lee Austin Park- Plan/Design Bond Park - Plan/Design Griffin Park - Plan/Design Hayes Park - Plan/Design	In progress, anticipated completion March/April	
2020-P11	Rayner Park- Phase 1 Construction	Awaiting DNR funding response in 3 rd quarter	

MOTOR VEHICLE POOL (MVP)

2017-MVP22	Vehicle No. 83	Police	Anticipated 3rd quarter of FY 21-22	
2017-MVP23	Vehicle No. 21	Cemetery/ Parks	Vehicle ordered; anticipated arrival in June.	
2017-MVP27	Vehicle No. 86	Police	Vehicle being outfitted with equipment. Expected to be in service in March.	
2017-MVP24	Vehicle No. 59	Cemetery/ Parks	In Service	February

BUILDING, PROPERTY, EQUIPMENT (B)

2017-B5b	Building: Library Phase 1, Part 1	Anticipate re-posting bid in March after receiving no bids in December.	
2017-B7	Building: Parking Lot Repairs	Completed	December
2017-B10	Fire: Furnace/AC, Office & Training Area	Anticipated 3rd quarter of FY 21-22	
2017-B11	Fire: Washing Machine	Anticipate receipt in next few months	
2018-B15	Fire: Sprinkler System in Truck Bay	Anticipated 3rd quarter of FY 21-22	
2018-B16	Fire: Station 1- Rear Approach	Working on addressing punch list.	
2018-B21	Police: Interview Rm Recording System	Complete- Alternative Solution Found	December
2018-B23	Planning: Master Plan/Zoning Update	The Zoning Ordinance Review Committee will meet again on March 1 (rescheduled from 2/22.) Public Survey will be released in February.	
2018-B24	Building: Rental Furniture Replacement	Anticipated 3rd quarter of FY 21-22	

2019-B2b	Building: City Hall Renovations	Anticipate next FY, due to staff capacity.	
2019-B3	Clerk: Laserfiche Avante Upgrade	Training anticipated 3rd quarter of FY 21-22	
2020-B4b	Public Works Facility Construction	Need to complete CIP: 2020-B4a	

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

Project Name	Status
PERMITS – COMMERCIAL PROJECTS (listed only once when active)	
951 S. Jefferson Approval Pending	John Fischer, J & J Properties of Mason, LLC., is requesting joint Preliminary and Final Site Plan approval for development of a 43,560 square foot gravel lot with job trailer for purpose of a construction yard. Planning Commission review is expected to take place at a special meeting on March 14 at 6pm.