



City Manager's Report: July 29, 2022

OPERATIONS

- The City has issued 1420 ballots for the August 2 Primary Election and 963 ballots have been returned. Ballots will continue to be issued by mail and in-person until Friday, July 29, 2022, at 5:00 p.m. Ballots will be issued in-person ONLY Saturday, July 30 (8:00 AM–4:00 PM) and Monday, August 1 (8:30 AM–4:00 PM)
- Over 300 residents will receive notice regarding Water Service Line Material Identification this week. This project will give homeowners more information and ensure the city remains in compliance with the Lead and Copper Rule by identifying materials used for private water service lines.
- On July 26 the Ingham County Board of Commission approved funding to the City for the Columbia Street Bridge Walkway Approach Project in the amount of \$162,000 in County Trail and Parks Millage Funds. This project was not recommended originally by the committee but was reconsidered as a late award, bringing the City's total award this round over \$700,000 or 90% of the estimated cost of the three projects being funded. It has been noted multiple times through the year-long application process that the City's adopted CIP and Park Plan were critical to us being competitive. Please share the great news that every application Mason has pursued since this program started has been fully funded!
- **Staffing Updates:** Current Open Positions (5)
 - APPLICANTS:
 - Full-Time Public Works Director (1) – Applications are under review
 - OPEN, EXTERNALLY:
 - Seasonal Part-time Crossing Guard (1) - Open until filled.
 - Full-Time Customer Service Specialist (1) – Closes August 8, 2022
 - Part-Time Administrative Assistant – Community Development – Open until filled
 - PREPARING/ EVALUATION POSTING:
 - Full-Time DPW Mechanic (1)- Evaluating position replacement.
- **Traffic Updates:**
 - Hall Blvd. south to Vanderveen- Officers have been assigned to the area for targeted enforcement. **Status is open.**

LARGE CITY PROJECTS

FY 2021-2022			
Project	Project Name/Description	Status	Completed
STREETS, SIDEWALKS, SIGNALS(S)			
2019-S9b	Signal at E. Maple & S. Jefferson	In progress, anticipation completion by Aug 1	
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: January 2023	
PARKS/ CEMETERY/ FORESTRY/ NONMOTORIZED (P)			
2017-P8	Laylin Park - Phase II	Preparing change order for consideration associated with Consumers Transformer relocation/ easement costs	
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 in September	
BUILDING, PROPERTY, EQUIPMENT (B)			
2018-B23	Planning: Master Plan/Zoning Update	Staff anticipates that the draft master plan will be presented in August.	

FY 2022-2023

Project	Project Name/Description	Status	Completed
STREETS, SIDEWALKS, SIGNALS(S)			
2017-S15/ 2017-U28	S. Barnes Street – Ash to Kipp	Construction in process, anticipated to be completed in November	
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	Received County Grant Agreement, Preparing Necessary Documents to Execute, Anticipate Bidding 3 rd quarter of FY 22-23	
2020-P11	Rayner Park- Phase 1 Construction	Received DNR Grant Agreement, Preparing Necessary Documents to Execute, 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	Received County Grant Agreement, Preparing Necessary Documents to Execute, 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	Anticipate Bidding 3 rd quarter of FY 22-23
2017-MVP18a	Vehicle No. 24	Dump/Plow Truck	Anticipate Bidding 3 rd quarter of FY 22-23
2022-MVP1		Concrete Grinder	Anticipate Bidding 3 rd quarter of FY 22-23
2022-MVP2	Trailer No. 53	Public Works	Anticipate Bidding 1 st quarter of FY 22-23
2022-MVP3	Trailer No. 55	Public Works	Anticipate Bidding 1 st quarter of FY 22-23
2022-MVP4	Mower Attach No. 39	Public Works	Anticipate Bidding 3 rd quarter of FY 22-23
BUILDING, PROPERTY, EQUIPMENT (B)			
2018-B14	Fire: Rehab 815 Replacement	Anticipate 1 st 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 and awaiting grant consideration from MEDC to fill gap (anticipate announcement in Fall)	
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 1 st quarter of FY 22-23	
2018-B23b	Kipp Road/Temple Street Sub-area Plan	Anticipate 1 st quarter of FY 22-23, underway through County grant	
2019-B2b	City Hall Renovations: Phase 1 /Carpet	Anticipate Bidding 1 st 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)

No permits approved during report time-period.