



City Manager's Report: September 2, 2022

OPERATIONS

- **Councilmembers:** You are invited to attend the Steele Elementary School Ribbon Cutting and Open House on Wednesday, September 7 at 5:30 p.m.
- On August 17, 2022, K9 Officer Wildfong and Officer Thompson participated in an 8-hour **Active Violence Incident (AVI) Exercise** at Grand Ledge High School.
- The **Water Service Line Material Identification Project** impacting over 300 residents was delayed but is expected to commence on September 6th. This project will give homeowners more information and ensure the city remains in compliance with the Lead and Copper Rule.
- **Clean Water State Revolving Fund (CWSRF) Recommended Award:** The City was notified by the Department of Environment, Great Lakes, and Energy that our wastewater treatment plant expansion project is included in their CWSRF Intended Use Plan and Project Priority List for fiscal year 2023. Projects totaling \$1.5 Billion were requested and \$250 M in funds were allocated. The City is being recommended for the following:
 - Loan in the amount of \$24,701,280 with \$498,720 principal forgiveness, AND
 - An ARP Grant in the Amount of \$2,800,000This allocation (if awarded), with the \$3.5 M federal appropriation, and the \$2.8 M LDFA contribution could significantly reduce the cost to the user. Staff is also working with the consultants to reduce the overall estimated costs of the plant by evaluating flows and believes the final costs will be less than estimated.
- **Emergency Medical Services (Lansing Mason Service Area):** Staff have been leading an effort with all impacted jurisdictions to identify if there is a provider that is able to serve the entire service area with no municipal fees. Staff has met with multiple ambulance companies directly and participated in a meeting with DHHS with all the providers in this area. The current surrounding providers assured the City that the area will be covered until a provider is established. Staff will continue to update the Council on this issue. If a provider is not identified directly, the service area representatives will publish a Request for Proposal (RFP) to determine what fees would be required to attract a service provider.
- **Union Negotiations** with Technical Professional Office Workers Association of Michigan (TPOAM) continues to be in mediation that will continue at least until next month. City Council will authorize any final contract proposal when there is a tentative agreement in place.
- Effective July 1, 2022, **Kiwanis Drive**, from West Columbia Street to West Ash Street, has been added by the Michigan Department of Transportation into the local certified millage per the Council's request. This will result in an additional 0.22 miles into the certified local street milage total through the Public Act 51 of 1951. It was previously designated as a private street.
- **Staffing Updates:** Current Open Positions (7)
 - **APPLICANTS:**
 - Customer Service Specialist (1) – Offer has been made and pre-employment checks are being conducted.
 - **SEPARATIONS:**
 - Jacob Golden, Laborer, is no longer working at the city.
 - **OPEN, EXTERNALLY:**
 - Seasonal Part-time Crossing Guard (1) - Open until filled.
 - Part-Time Administrative Assistant – Community Development (1) – Open until filled
 - Part- Time Custodian- Fire/Facilities (1)- Open until September 2
 - **OPEN, INTERNALLY:**
 - Full-Time DPW Mechanic (1)- Posted Internally
 - Full-Time Laborer (1)- Posted Internally
 - **PREPARING/ EVALUATION POSTING:**
 - Full-Time Public Works Director (1) – Position on hold

- **Traffic Updates:**
 - S. Barnes St. and Kipp intersection- Reopened due to the commencement of school. **Status is open until September 9.**

LARGE CITY PROJECTS

FY 2021-2022			
Project	Project Name/Description	Status	Completed
STREETS, SIDEWALKS, SIGNALS(S)			
2019-S9b	Signal at E. Maple & S. Jefferson	Completed	August
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 in September	
BUILDING, PROPERTY, EQUIPMENT (B)			
2018-B23	Planning: Master Plan/Zoning Update	Staff anticipates that the draft master plan will be presented in September.	

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	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	Council approved on 8.15.22; Ordering in progress	
2022-MVP2	Trailer No. 53	Public Works	Under Council threshold on quotes, anticipate receiving by September	
2022-MVP3	Trailer No. 55	Public Works	Council approved on 8.15.22; Ordering in progress	
2022-MVP4	Mower Attach No. 39	Public Works	Council approved on 8.15.22; Ordering in progress	
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, 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 1 st 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)	
Rayner Ponds Subdivision Extension of a Final Preliminary Plat and Final Site Plan PENDING	James Giguere of Giguere Homes has submitted a request to City Council for a two-year extension of a previously approved and extended Final Preliminary Plat to create 20 residential lots due to project delays associated with impacts of Covid-19. A request was also submitted to the Planning Commission for a 12-month extension of a previously approved Final Site Plan for the same development.
132 Cedar St. – Suite 150 Dirty Laundry Lounge ISSUED	Tamah Gustafson, Dirty Laundry Lounge, has been issued a building permit to convert a former retail space into a self-service laundry facility.

STEELE ELEMENTARY

RIBBON CUTTING AND OPEN HOUSE

Join us in officially opening Steele Elementary

Wednesday, September 7

5:30 p.m. Ribbon Cutting & Press Conference

6-7 p.m. Open House

531 Steele Street, Mason

