



City Manager's Report: March 31, 2023

IMPORTANT DATES

- April 10, 2023: **CONFIRMED** for City Council Budget Workshop

OPERATIONS

- Training:**
 - Chief Mark Wriggelsworth completed Michigan Association of Chiefs of Police (MACP) New Chiefs' School that took place from March 13-17.
 - Officer Adam Croley completed Field Training Officer (FTO) Basic on March 17.
 - Officer Justin Demo attended Behavioral Threat Assessment & Management Training with Mason Public Schools on March 16.
- Staffing Updates: Current Open Positions (6)**
 - NEW HIRES**
 - Matthew Bennett was hired as a new Firefighter Trainee effective March 31
 - James Penzin was re-hired as a Firefighter effective March 31
 - Susan Putman was hired as a new Full-Time Police Officer effective April 3. Public swearing in will take place at later date.
 - RESIGNATIONS**
 - Alyssa Hagle, Finance Bookkeeper, resigned effective April 6.
 - OPEN POSITIONS**
 - Seasonal Part-time Crossing Guard (1) - Open until filled.
 - Seasonal Part-time Laborer (4) – Position closes on April 5.
 - Full-Time Finance Bookkeeper (1) – Position closes internally on March 31.

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	
PARKS/ CEMETERY/ FORESTRY/ NONMOTORIZED (P)			
2017-P8	Laylin Park - Phase II	Anticipate final completion by park opening in April.	
2020- P6/ 8/12/13/14	Plan/ Design-Rayner, Lee Austin, Bond, Griffin, Hayes Parks	Releasing to public with Master Plan.	
BUILDING, PROPERTY, EQUIPMENT (B)			
2018-B23	Planning: Master Plan/Zoning Update	Master Plan released for public comment period ending May 31, 2023. Agency letters have been mailed. Notices will be distributed via Facebook, Email, and a postcard via direct mail to residents. Elected and appointed officials can share the information and encourage feedback.	

FY 2022-2023

Project	Project Name/Description	Status	Completed
STREETS, SIDEWALKS, SIGNALS(S)			
2017-S15/ 2017-U28	S. Barnes Street – Ash to Kipp	Completed	February
UTILITIES: SANITARY SEWER, STORM WATER, AND WATER DISTRIBUTION (U)			
2018-U39	Well No. 9 (Temple St.) Rebuild	Pre-construction meeting is being scheduled.	
2022-U1	Headworks Huber Screen	Moved to next FY	
PARKS/ CEMETERY/ FORESTRY/ NONMOTORIZED (P)			
2020-P3	Hayhoe Riverwalk Trail – Eval. & Repair	Anticipate Bidding early 4 th quarter of FY 22-23	
2020-P11	Rayner Park- Phase 1 Construction	Anticipate Bidding 3 rd quarter of FY 22-23	
2020-P1	Columbia Bridge: Non-Motorized Connect	Anticipate Bidding early 4 th quarter of FY 22-23	
2020-P15	Jefferson Trailhead/ Comm Garden	Anticipate Bidding early 4 th quarter of FY 22-23	
2020-P17	Non-motorized Program: Southeast	Pre-construction meeting is being scheduled.	
2020-P1	Maple Grove Cemetery: Columbarium	Ordered	
MOTOR VEHICLE POOL (MVP)			
2017-MVP22	Vehicle No. 83	Police	Completed February
2017-MVP18a	Vehicle No. 24	Dump/Plow Truck	Ordered, receipt anticipated in 2024
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 No. 39	Public Works	Attachment only- Completed September
BUILDING, PROPERTY, EQUIPMENT (B)			
2018-B14	Fire: Rehab 815 Replacement	Received, waiting for final decals.	
2020-B4a	DPW: Facility Design	Anticipate selecting design firm in 4 th quarter.	
2017-B5b	Building: Library Phase 1, Part 1	Construction kick-off meeting scheduled for first week in April with library/city staff.	
2017-B10	Fire: Furnace/AC, Office & Training Area	Council considering award April 3rd	
2018-B15	Fire: Sprinkler System in Truck Bay	Council considering award April 3rd	
2018-B20	Fire: Carpet Replacement for Station 1	Council considering award April 3rd	
2018-B25	Police: In-Car Digital Recording System	Completed	January
2018-B23a	Cedar/127 Corridor Sub-area Plan	Moved to next FY	
2018-B23b	Kipp Road/Temple Street Sub-Area Plan	In progress, anticipate completion by April	
2019-B2b	City Hall Renovations: Phase 1 /Carpet	Moved to next FY	
2020-B4b	Public Works: Facility Construction	Moved to next FY	
2022-B1	Ordinance Update: Planning, Subdivision, Signs, STR	Moved to next FY	