



City Manager's Report: December 3, 2021

OPERATIONS

- City Hall will be staffed with minimum staffing and closed to the public on December 27, 28, and 29, in addition to the holidays. Memorandum of Understandings have been negotiated with all the unions to ensure we can continue this benefit that is low cost to customers and the city, but high value to our employees and represents the culture of valuing the Whole Person we are striving to achieve.
- **Marihuana Charter Amendment:**
 - The City has been served a complaint from Ingham Cares Coalition, seeking a judgement that their petition be certified and considered on the November 2022 ballot. Other cities where petitions were not certified were issued a similar complaint in the last week. City Attorney Hitch is responding to that complaint.
 - Staff has worked with the MML over the last few months to advocate for statutory language changes to the Home Rule City Act. The MAMA Board has drafted language this month that they feel is likely to be considered and the MML is now meeting with potential sponsors. The proposed language is:
Cities - MCL 117.5(3) – Prohibit initiative petitions:
Beginning on the effective date of the amendatory act that added this subsection, a city shall not adopt a charter amendment proposed by initiatory petition that authorizes or provides for the number of marihuana facilities or marihuana establishments that may operate within the city pursuant to Michigan medical marihuana facilities licensing act, 2016 PA 281, MCL 333.27101 et seq., or the Michigan regulation and taxation of marihuana act, 2018, IL 1, MCL 333.27954 et seq., or that directs the legislative body of the city to adopt an ordinance to that effect. Any initiatory petition that proposes such a charter amendment shall be certified as insufficient by the city clerk pursuant to section 25(1) of this act and shall not be submitted to the electors of the city.
- **Library Renovation Project Funding Update:**
 - Total Estimated Project Cost: \$835,000 (including tenant improvements), bid opening December 7, 2021 to confirm costs.
 - Committed Funds: \$726,320 (including \$275,000 from City of Mason)
 - Recent funding commitments: Debbie Zielinski- \$10,000, Henry Ford Allegiance Health Community Vitality Donation \$25,000, Friends of Library \$37,000
 - Staff is working with CADL to apply for Patronicity to fill the final gap. The grant provides a dollar for dollar match up to \$50,000.
- **Rayner Park Playground Funding Update:** The Governor announced this week that she, Governor Gretchen Whitmer, and the Michigan Natural Resources Trust Fund Board recommended 82 development grants for funding, including the City's project in the amount of \$242,500. The Trust Fund board's recommendations will go to the Michigan Legislature for review as part of the appropriations process. Upon approval, the Legislature forwards a bill to the governor for her signature.
- **Department of Public Works Design Update:** First, staff worked with Wolverine internally to develop a concept based only on the City's and MPS's needs. Currently, we are in the process of updating that concept after making several visits to other jurisdictions to view various types of DPW facilities to challenge our concept, including some that have been recently completed and those that are considering electric vehicles conversions. Staff is working with Wolverine Engineering to finalize a concept that will be reviewed again internally, with Mason Public Schools, and with City Council and the School Board before moving forward with cost estimates or final design.

Staffing Updates:

- Open Positions- **Seven:** Seasonal Part-time Crossing Guards – Open until filled. Full-time Laborer- Position closed internally conducting interviews. Full-time Customer Service Specialist – Position open externally until 12/17/21. Full-time Bookkeeper- Position closed internally, reviewing applicants.
- Officer Frank Nehr successfully passed his field training program and has been assigned to the night shift.

Traffic Updates:

- Barnes Street between Ash Street (M-36) and South Street. A citizen complained of speeding vehicles on

Barnes Street, much of which is believed to be Mason High School traffic related. Beginning on September 14, 2021, Mason Officers were assigned to the area for targeted enforcement and as a deterrent, and the speed trailer was deployed to the area. Mason Public Works was also requested to check the area to trim away any branches/foliage from potential traffic sign obstructions. **Status is closed.**

- Okemos Street 100 Block to 300 Block - A citizen complained of speeding vehicle on Okemos Street, most often leaving the 5-Way intersection and speeding N/E on Okemos Street. Beginning on October 5, 2021, Mason Officers were assigned to the area for targeted enforcement, and the speed trailer has been deployed to the area. **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 is working on finalizing conceptual design with school district.	

FY 2021-2022			
Project	Project Name/Description	Status	Completed
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	DDA reviewed, acquiring quotes for Council	
UTILITIES: SANITARY SEWER, STORM WATER, AND WATER DISTRIBUTION (U)			
2017-U15	Replace Hydrants and Mason Plaza	Completed	November
2017-U34	Well No. 5 Rebuild	In progress	
2019-U3a	Wastewater Treatment Plant – Design	Request for Qualifications; closing December 9.	
2021-U1	WTP- High-Pressure Pump VFD	Staff developing RFP	
2021-U2	WTP- Replacement of Valves	Staff developing RFP	
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 Winter	
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	Anticipated 3rd quarter of FY 21-22
2017-MVP27	Vehicle No. 86	Police	Vehicle being outfitted with equipment. Expected to be in service in January.
2017-MVP24	Vehicle No. 59	Cemetery/ Parks	Anticipated 3rd quarter of FY 21-22

BUILDING, PROPERTY, EQUIPMENT (B)			
2017-B5b	Building: Library Phase 1, Part 1	Bid posted; Proposals due December 7	
2017-B7	Building: Parking Lot Repairs	Working on addressing punch list.	
2017-B10	Fire: Furnace/AC, Office & Training Area	Anticipated 3rd quarter of FY 21-22	
2017-B11	Fire: Washing Machine	City Council approved 11.3.21	
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	Staff was able to find an alternative solution at significantly reduced cost.	
2018-B23	Planning: Master Plan/Zoning Update	In progress.	
2018-B24	Building: Rental Furniture Replacement	Anticipated 3rd quarter of FY 21-22	
2019-B2b	Building: City Hall Renovations	Anticipate pushing out to 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)	
201 W. Ash Ste. 2 - Mason Public Schools ACTIVE	Building permit is active to add a 4 th cubicle, change ceiling light fixtures, floor receptacle boxes and HVAC registers.
412 S. Jefferson – Keans ACTIVE	Building permit is active to tear off and install new insulation and new roof.
680 Eden – Shafer Redi-Mix ACTIVE	Building permit is active to tear off and reroof warehouse.
1133 S. Cedar – MSU Federal Credit Union ACTIVE	Building permit is active to replace 2 externally illuminated wall signs, install new faces in existing monument sign and install new faces in existing pole sign.
100 E. Ash – Howard Hanna Real Estate PENDING	Building permit for new sign is pending HDC review for a Certificate of Appropriateness. Historic District Commission meeting will take place Monday, December 20, 2021 at 6:00pm.
837 E. Ash – Zoning Map Amendment PENDING	Lindsey Hanson has requested an amendment to the City of Mason zoning map to rezone her property from RS-1 Single Family Residential to RS-3 Single Family Residential. A public hearing will be held at the regular Planning Commission Meeting on December 14, 2021, at 6:30 p.m.