



City Manager's Report: April 16, 2021

COVID-19 UPDATES

- City Hall is currently open to the public Monday through Friday, 9:00 a.m. to 4:00 p.m. The Customer Service line is answered Monday through Friday, 8:00 a.m. to 5:00 p.m.
- Please see the Continuity of Operations document, as of February 1, 2021, available: [here](#).
- Please see the COVID-19 Preparedness and Response Plan, as of January 12, 2021 available: [here](#).

OPERATIONS

- **Councilmembers:** Please mark your calendar for **May 10, 2021 at 5:30pm** for the Mason Public Schools and City of Mason Joint Recognition Ceremony to be held virtually. Nomination forms are due to Sarah Jarvis by Wednesday, April 21, 2021.
- Officer Chick and Officer Thompson completed training in “Responding to Persons with Mental Illness”. This is a targeted effort to improve our ability to response to those in crisis or struggling with mental illness.
- Officer Wildfong and K-9 Tamarack graduated on April 16, 2021 as a dual-purpose team in tracking and explosive detection and will begin providing services to residents of the City of Mason. We plan to have them both present at a future City Council meeting.
- Updated Budgets and Final Capital Improvement Program packets will be available next week. The City Manager will notify Councilmembers when they are available for pickup.

Staffing Updates:

- New Hires/Promotions: None
- Open Positions: Full-time Police Officer- a contingent offer has been made. Seasonal Temporary Laborer- position has been posted and closes on April 21. Seasonal Crossing Guard- posted and is open until filled.

LARGE CITY PROJECTS

FY 2019-2020			
Project	Project Name/Description	Status	Completed
UTILITIES: SANITARY SEWER, STORM WATER, AND WATER DISTRIBUTION (U)			
2017-U11	Turbine Aeration Blower at POTW	Blower set. Contractor finishing up wiring.	

FY 2020-2021			
Project	Project Name/Description	Status	Completed
STREETS, SIDEWALKS, SIGNALS(S)			
2017-S17	Center Street-Walnut St to N. Bush St	Completed	October
2017-S18	Brookdale St- W. South St to Willow St	Completed	August
2017-S19 2020-U2	Cherry- McRoberts St to Henderson St	Completed	October
2017-S21	Eaton Drive- All	Completed	June
2017-S22	W. Elm St- McRoberts St to Lansing St	Completed	October
2019-S9a	E. Maple– S. Jefferson to S. Barnes	Completed	June
2019-S9b	Signal at E. Maple & S. Jefferson	Traffic study is completed and staff is reviewing	
2019-S5a	Henderson Street– Entire length	Completed	October
2019-S5b	Alley- W. Columbia to W. Sycamore	Completed	October
2018-S1	Temple Street Pedestrian Crossing	Anticipated start date Summer of 2021	

UTILITIES: SANITARY SEWER, STORM WATER, AND WATER DISTRIBUTION (U)			
2017-U8	Replace PLCs on 3 Wells		Anticipated start date Spring of 2021
2017-U23	Well No. 6 Rebuild		Anticipated start date Spring of 2021
2017-U25	Gutters for Water Treatment Plant		Completed April
2018-U32	South Water Tower Repair		Preparing documents for bid advertising.
2019-U1	Wastewater Treatment Plant - Design		Staff is drafting Request for Proposal for work.
2019-U4	Study - Wastewater Solids System		Study Completed and Reviewed by Staff. March
PARKS/ CEMETERY/ FORESTRY/ NONMOTORIZED (P)			
2017-P8	Laylin Park - Phase II		Anticipated start date Spring of 2021
2020-P2	Columbia St Bridge Ped. Crossing Design		Staff finalizing design
2020-P5	Jefferson St – RR Pedestrian Crossing		Railroad Company confirming rail work date, start Spring 2021
2020-P6	Lee Austin Park- Plan/Design		Staff is drafting Request for Proposal for work.
2020-P7	Non- Motorized Prog: NE Quadrant		Completed October
2020-P8	Rayner Park- Master Park Plan		Staff is drafting Request for Proposal for work.
MOTOR VEHICLE POOL (MVP)			
2017-MVP15	Vehicle No. 16 Replacement	Facilities, Code Enforcement	Vehicle has been ordered, expected delivery at the end of May.
2017-MVP16	Mower No. 77 Replacement	Cemetery, Parks, Forestry	Delivered March
2017-MVP17	Vehicle No. 85 Replacement	Police	Vehicle has been delivered, waiting for equipment and decals to be outfitted.
2017-MVP20	Vehicle No. 18 Replacement	Cemetery, Parks, Forestry	Vehicle has been ordered, expected delivery at the end of May.
2017-MVP21	Mower No. 66 Replacement	Cemetery, Parks, Forestry	Delivered March
2017-MVP29	Mower No. 69 Replacement	Cemetery, Parks, Forestry	Delivered March
2018-MVP1	Vehicle No. 22 Replacement	Cemetery, Parks, Forestry	Vehicle has been ordered, expected delivery at the end of May.
BUILDING, PROPERTY, EQUIPMENT (B)			
2017-B12	IT New Servers		Purchase has been approved; working with IT on server build and schedule for replacement
2017-B17	Fire SCBA units		Authorization by City Council to purchase
2018-B14	Fire Rehab 815 Replacement		Anticipated purchase Spring of 2021
2018-B22	Police Body Worn Cameras		Complete March
2018-B23	Masterplan/Zoning Update		Staff is finalizing the RFP
2019-B16b	Election Tabulator Machines		Completed October
2019-B2a	City Hall - Phase I Design and Security		Installation is in progress; anticipated completion February/March.
2020-B4a	DPW- Design		Staff is working on refining design.

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

Project Name	Status
BUILDING PERMITS – COMMERCIAL PROJECTS (listed only once when active)	
655 Hull – Cleanlites Recycling ACTIVE	Building permit is active for demolition and debris clean-up after fire.