



## City Manager's Report: June 4, 2021

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### 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 May 20, 2021 available: [here](#).

### OPERATIONS

- Use of Public Property:
  - May 31, 2021- Reserved Curbside parking has ended.
  - July 4, 2021- Mason Car Show, contingent on adhering to COVID requirements. The following roads will be closed 7am – 3pm: Jefferson, Ash to Maple, Maple, Jefferson to Barnes, and south-bound Barnes, Maple to Ash; map will be posted on Facebook on July 1.
- Mason Public Schools will be using the Hayes Park pavilion from June 15, 2021 – August 5, 2021, for their 2021 Summer School program, Tuesdays – Thursdays.
- The Governor signed Senate Bill 690 July 1, 2020. This bill includes funding to reimburse local units of government for their public safety and/or public health payroll expenses for the months of April and May 2020. The City submitted the application July 2020 requesting reimbursement for public safety and public health payroll expenses for April and May of \$164,252.93. Due to the number of requests, appropriations were prorated, and we were awarded \$109,441.06.
- The City was awarded a \$6,250 in Risk Avoidance Program (RAP) Grant from the Michigan Municipal Risk Management Association (MMRMA) for recently purchased Body Worn Cameras (BWC), due to their value as a risk management tool.
- The City was awarded \$994.75 from the DOJ Bulletproof Vest Partnership (BVP) for the replacement of soft body armor/vests for officers, with an approximate 5-years replacement cycle thereafter.
- American Rescue Plan (ARP):
  - The City has requested \$11 million in American Rescue Plan funding from Ingham County's allocation to assist with funding of the Wastewater Treatment Expansion.
  - The City Manager participated a group providing feedback to the Governor's Office through MML on distribution of the States American Rescue Plan. Proposal included a regional cooperative allocation that would include partnerships like Mason Public Schools and City of Mason on the DPW/ Bus Garage concept.
  - In further review of the ARP funding, if the City moves forward with using funding for lost revenue it would require all late payments to be waived. Staff is doing further review of the requirements, but anticipates recommending using ARP funding primarily for infrastructure, which will have a similar impact on the Water/ Sewer fund.
- Library:
  - The Michigan State Historic Perseveration Office has notified us that the City's anticipated grant funding level was increased from \$90,000 to \$116,950. The project will move to the next step once the grant agreement is authorized by the State. Staff is anticipating the project may have to be bid more than once if costs are too high this summer, based on costs we are seeing from other municipality's projects. We have not increased the scope even with the increase of grant funds to provide additional contingency.
  - Quit claim deeds related to the library property from Ingham County, Vevay Township, and Mason Public Schools have all been approved and filed.

### Staffing Updates:

- New Hire: Cameron Pierce was hired as a Seasonal-Temporary Laborer in Public Works, starting June 11, 2021.
- Open Positions: Full-time Police Officer- Contingent offer has been made and the background check and pre-employment screenings are being conducted. Seasonal-Temporary Laborer – two more offers have been made and background check and pre-employment screenings are being conducted.

## LARGE CITY PROJECTS

FY 2019-2020				
Project	Project Name/Description		Status	Completed
<b>UTILITIES: SANITARY SEWER, STORM WATER, AND WATER DISTRIBUTION (U)</b>				
2017-U11	Turbine Aeration Blower at POTW		Installation is complete; schedule start up expected the week of June 28.	
FY 2020-2021				
Project	Project Name/Description		Status	Completed
<b>STREETS, SIDEWALKS, SIGNALS(S)</b>				
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	Cherry- McRoberts St to Henderson St		Completed	October
2020-U2	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	
<b>UTILITIES: SANITARY SEWER, STORM WATER, AND WATER DISTRIBUTION (U)</b>				
2017-U8	Replace PLCs on 3 Wells		Anticipated start date Spring of 2021	
2017-U23	Well No. 6 Rebuild		Staff is waiting for confirmation of start dates from contractor.	
2017-U25	Gutters for Water Treatment Plant		Completed	April
2018-U32	South Water Tower Repair		Anticipated work to begin fall 2021.	
2017-U33	Well No. 4 Rebuild		Staff is waiting for confirmation of start dates from contractor.	
2019-U1	Wastewater Treatment Plant - Design		Staff is drafting Request for Proposal for work.	
2019-U4	Study - Wastewater Solids System		Completed	March
<b>PARKS/ CEMETERY/ FORESTRY/ NONMOTORIZED (P)</b>				
2017-P8	Laylin Park - Phase II		Anticipated start date late summer 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 Summer 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.	
<b>MOTOR VEHICLE POOL (MVP)</b>				
2017-MVP15	Vehicle No. 16 Replacement	Facilities, Code Enforcement	Vehicle has been ordered, expected delivery is July due to a parts shortage at factory.	
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 is July due to a parts shortage at factory.	

<b>2017-MVP21</b>	Mower No. 66 Replacement	Cemetery, Parks, Forestry	Delivered	March
<b>2017-MVP29</b>	Mower No. 69 Replacement	Cemetery, Parks, Forestry	Delivered	March
<b>2018-MVP1</b>	Vehicle No. 22 Replacement	Cemetery, Parks, Forestry	Vehicle has been ordered, expected delivery is July due to a parts shortage at factory.	
<b>BUILDING, PROPERTY, EQUIPMENT (B)</b>				
<b>2017-B12</b>	IT New Servers		Completed	May
<b>2017-B17</b>	Fire SCBA units		Firefighters have been “fit tested”; order has been placed; expected late June.	
<b>2018-B14</b>	Fire Rehab 815 Replacement		Vehicle has been ordered; anticipated receipt early 2022.	
<b>2018-B22</b>	Police Body Worn Cameras		Complete	March
<b>2018-B23</b>	Master Plan/Ordinance Update		Six proposals were received. Interviews will be conducted June 10 and 11. A recommendation to City Council for final selection is expected at the June 21 meeting.	
<b>2019-B16b</b>	Election Tabulator Machines		Completed	October
<b>2019-B2a</b>	City Hall - Phase I Design and Security		Security complete- receive quote for space study to be completed this summer.	
<b>2020-B4a</b>	DPW- Design		Staff is working on refining design.	

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

Project Name	Status
<b>BUILDING PERMITS – COMMERCIAL PROJECTS</b> (listed only once when active)	
812 Kerns – Patterson Veterinary Hospital <b>ISSUED</b>	Building permit is active for interior renovations.