



# City Manager's Report: July 1, 2022

## COUNCIL ITEMS:

- Follow-up to the last City Council meeting question regarding the new Park & Trail millage, MCL 211.34d: (9) The millage reduction shall be determined separately for authorized millage approved by the voters. The limitation on millage authorized by the voters on or before April 30 of a year shall be calculated beginning with the millage reduction fraction for that year. **Millage authorized by the voters after April 30 shall not be subject to a millage reduction until the year following the voter authorization which shall be calculated beginning with the millage reduction fraction for the year following the authorization.** The first millage reduction fraction used in calculating the limitation on millage approved by the voters after January 1, 1979 shall not exceed 1.

The 'voter authorization' occurs with the act of the electors voting on the millage and approving it. This would be the date of the election. MCL 211.34d says nothing pertaining to the timing of when the millage is to first be levied. It only talks about when the election occurs. If the election is held prior to May 1 then there is no break on the application of the MRF and the millage will get hit immediately by the MRF. If the election is held on May 1 or after, then the millage gets a break and is not hit with the MRF until the following year.

## OPERATIONS:

- On June 28, 29, and 30, Detective Flores attended victim and witness interview training for investigators.
- Initial first batch of Absentee Ballots for the August 2, 2022 Primary election were mailed on Thursday, June 23, 2022. Ballots will continue to be issued by mail and in-person until Friday, July 29, 2022, at 5:00 p.m. Ballots will be issued in-person ONLY Saturday, July 30 (8:00 AM–4:00 PM) and Monday, August 1 (8:30 AM–4:00 PM)
- Staffing Updates:** Current Open Positions (4)
  - CLOSED, EVALUATING APPLICANTS:
    - Part-Time Administrative Assistant – Community Development (1) – First round interviews scheduled for June 30, 2022.
  - OPEN, EXTERNALLY:
    - Full-Time Public Works Director (1) – Closes July 6, 2022.
    - Seasonal Part-time Crossing Guard (1) - Open until filled.
  - PREPARING/ EVALUATION POSTING:
    - Full-Time DPW Mechanic (1)- Evaluating position replacement.
- Traffic Updates:**
  - Kipp & Barnes/Eden– A complaint was received regarding Semitrucks from Michigan Packaging (CORRCHOICE) on Eden making illegal turns onto Kipp. The resident had previously brought this to the attention of Michigan Packaging, and it stopped for several months, but reported that it is happening again. Officers have been assigned to the area. **Status is open.**

## LARGE CITY PROJECTS

FY 2021-2022			
Project	Project Name/Description	Status	Completed
<b>STREETS, SIDEWALKS, SIGNALS(S)</b>			
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	Full implementation anticipated in July.	

<b>UTILITIES: SANITARY SEWER, STORM WATER, AND WATER DISTRIBUTION (U)</b>				
<b>2017-U15</b>	Replace Hydrants and Mason Plaza	Completed	November	
<b>2017-U34</b>	Well No. 5 Rebuild	Completed	December	
<b>2019-U3a</b>	Wastewater Treatment Plant – Design	In Process, anticipated completion 2023		
<b>2021-U1</b>	WTP- High-Pressure Pump VFD	Anticipated completion in December 2023 (equipment is 6 months out)		
<b>2021-U2</b>	WTP- Replacement of Valves	Placing project on hold to do another CIP project that has recently become a priority.		
<b>PARKS/ CEMETERY/ FORESTRY/ NONMOTORIZED (P)</b>				
<b>2017-P8</b>	Laylin Park - Phase II	Contract Awarded		
<b>2020-P6,</b> <b>2020-P8,</b> <b>2020-P12,</b> <b>2020-P13,</b> <b>2020-P14</b>	Rayner Park- Plan/ Design Lee Austin Park- Plan/Design Bond Park - Plan/Design Griffin Park - Plan/Design Hayes Park - Plan/Design	In progress, anticipated drafts to Council in July.		
<b>MOTOR VEHICLE POOL (MVP)</b>				
<b>2017-MVP23</b>	Vehicle No. 21	Cemetery/ Parks	Vehicle ordered; anticipated arrival in June.	
<b>2017-MVP27</b>	Vehicle No. 86	Police	Completed	March
<b>2017-MVP24</b>	Vehicle No. 59	Cemetery/ Parks	Completed	February
<b>BUILDING, PROPERTY, EQUIPMENT (B)</b>				
<b>2019-B2a</b>	City Hall – Phase I Design and Security	Completed	June	
<b>2017-B7</b>	Building: Parking Lot Repairs	Completed	December	
<b>2017-B11</b>	Fire: Washing Machine	Completed	March	
<b>2018-B16</b>	Fire: Station 1- Rear Approach	Completed	December	
<b>2018-B21</b>	Police: Interview Rm Recording System	Installation complete; Training in progress.		
<b>2018-B23</b>	Planning: Master Plan/Zoning Update	Staff anticipates that the draft master plan will be presented in July.		
<b>2018-B24</b>	Building: Rental Furniture Replacement	Completed	April	
<b>2019-B3</b>	Clerk: Laserfiche Avante Upgrade	Completed	June	

<b>FY 2022-2023</b>			
<b>Project</b>	<b>Project Name/Description</b>	<b>Status</b>	<b>Completed</b>
<b>STREETS, SIDEWALKS, SIGNALS(S)</b>			
<b>2017-S15</b>	S. Barnes Street – Ash to Kipp	Construction in process	
<b>2019-S1</b>	Walnut Ct. – Columbia to Ash	Moved to Next FY by Council Action	MOVED
<b>UTILITIES: SANITARY SEWER, STORM WATER, AND WATER DISTRIBUTION (U)</b>			
<b>2017-U28</b>	S. Barnes Street Utilities – Ash to Kipp	Utilities expected start in June.	
<b>2018-U39</b>	Well No. 9 (Temple St.) Rebuild	Anticipated 2 <sup>nd</sup> quarter of FY 22-23	
<b>2022-U1</b>	Headworks Huber Screen	Anticipated 2 <sup>nd</sup> quarter of FY 22-23	
<b>PARKS/ CEMETERY/ FORESTRY/ NONMOTORIZED (P)</b>			
<b>2020-P3</b>	Hayhoe Riverwalk Trail – Eval. & Repair	Awaiting County Grant Agreement, Anticipate Bidding 3 <sup>rd</sup> quarter of FY 22-23	
<b>2020-P11</b>	Rayner Park- Phase 1 Construction	Awaiting DNR Grant Agreement, Anticipate Bidding 2 <sup>nd</sup> quarter of FY 22-23	
<b>2020-P1</b>	Columbia Street Bridge: Non-Motorized Connection	Awaiting County Grant Consideration, Anticipate Bidding 3 <sup>rd</sup> quarter of FY 22-23	
<b>2020-P15</b>	Jefferson railhead/Cemetery/Community Garden	Awaiting County Grant Agreement, Anticipate Bidding 3 <sup>rd</sup> quarter of FY 22-23	

2020-P17	Non-motorized Program: Southeast Quadrant of the City	Anticipate Bidding 3 <sup>rd</sup> quarter of FY 22-23	
2020-P1	Maple Grove Cemetery: Columbarium (3)	Anticipate Bidding 3 <sup>rd</sup> quarter of FY 22-23	
<b>MOTOR VEHICLE POOL (MVP)</b>			
2017-MVP22	Vehicle No. 83	Police	Anticipate Bidding 1 <sup>st</sup> quarter of FY 22-23
2017-MVP18a	Vehicle No. 24	Dump/Plow Truck	Anticipate Bidding 3 <sup>rd</sup> quarter of FY 22-23
2017-MVP22	Vehicle No. 83	Police	Anticipate Bidding 3 <sup>rd</sup> quarter of FY 22-23
2022-MVP1		Concrete Grinder	Anticipate Bidding 3 <sup>rd</sup> quarter of FY 22-23
2022-MVP2	Trailer No. 53	Public Works	Anticipate Bidding 1 <sup>st</sup> quarter of FY 22-23
2022-MVP3	Trailer No. 55	Public Works	Anticipate Bidding 1 <sup>st</sup> quarter of FY 22-23
2022-MVP4	Mower Attach No. 39	Public Works	Anticipate Bidding 3 <sup>rd</sup> quarter of FY 22-23
<b>BUILDING, PROPERTY, EQUIPMENT (B)</b>			
2018-B14	Fire: Rehab 815 Replacement	Anticipate 1 <sup>st</sup> quarter of FY 22-23	
2020-B4a	DPW: Facility Design	Staff finalizing concepts	
2017-B5b	Building: Library Phase 1, Part 1	Staff has identified a contractor willing to provide estimates for the project.	
2017-B10	Fire: Furnace/AC, Office & Training Area	Anticipate 1 <sup>st</sup> quarter of FY 22-23	
2018-B15	Fire: Sprinkler System in Truck Bay	Anticipate 1 <sup>st</sup> quarter of FY 22-23	
2018-B20	Fire: Carpet Replacement for Station 1	Anticipate 3 <sup>rd</sup> quarter of FY 22-23	
2018-B25	Police: In-Car Digital Recording System	Anticipate 3 <sup>rd</sup> quarter of FY 22-23	
2018-B23a	Cedar/127 Corridor Sub-area Plan	Anticipate 1 <sup>st</sup> quarter of FY 22-23	
2018-B23b	Kipp Road/Temple Street Sub-area Plan	Anticipate 1 <sup>st</sup> quarter of FY 22-23	
2019-B2b	City Hall Renovations: Phase 1 /Carpet	Anticipate Bidding 1 <sup>st</sup> quarter of FY 22-23	
2020-B4b	Public Works: Facility Construction	Anticipate Bidding 3 <sup>rd</sup> quarter of FY 22-23	
2022-B1	Ordinance Update: Planning, Subdivision, Signs, STR	Anticipate 2 <sup>nd</sup> quarter of FY 22-23	

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

Project Name	Status
<b>PERMITS – COMMERCIAL PROJECTS</b> (listed only once when active)	
558 N. Cedar Family, Farm & Home <b>PENDING</b>	Eugene Franks, Family Farm & Home, Inc. has requested a Special Use Permit and concurrent Preliminary and Final site plan approval for the conversion of dedicated parking areas for the use of trailer sales, the expansion of a permanent outdoor retail area, and seasonal outdoor retail displays for an additional 9,000 s.f. of outdoor retail area on property located at 558 N. Cedar, Mason, MI, parcel number 33-19-10-05-401-004. The parcel is zoned C-2 General Commercial District. The Planning Commission will hold a Public Hearing at their meeting on July 12, 2022, at 6:30pm.
Land Parcel Giguere Realty & Development, LLC <b>PENDING</b>	James Giguere, Giguere Realty & Dev. LLC has three requests for a parcel of land at the end of Stratford Drive, Mason, MI, parcel number 33-19-10-04-477-001: <ul style="list-style-type: none"> <li>a. Amend the zoning map by rezoning land from RS-2 Single Family Residential District to RS-3 Single Family Residential District.</li> <li>b. Approval of a Preliminary Plat to create Rayner Ponds No. 4, 5, and 6 comprised of 22 residential lots and new road. <i>Note: The new Preliminary Plat will replace the previously approved plat for 20 lots.</i></li> <li>c. Preliminary and Final Site Plan Approval for the first phase of development in the Rayner Ponds residential subdivision No. 4.</li> <li>d. The Planning Commission will hold Public Hearings at their meeting on July 12, 2022, at 6:30pm.</li> </ul>

116-118 S. Jefferson  
Private Residence  
**WITHDRAWN**

Jason & Megan Werkema have submitted a request for a Special Use Permit and concurrent Preliminary and Final site plan approval to use the second unit at their home as a Bed & Breakfast at 116 & 118 S. Jefferson, Mason, MI, parcel number 33-19-10-08-229-010. The parcel is zoned RM Multiple Family Residential District.  
***This application has been withdrawn.***