



# City Manager's Report: September 16, 2022

## OPERATIONS

- **Union Negotiations** with Technical, Professional, and Officeworkers Association of Michigan (TPOAM) continues to be in mediation after another session. City Council will authorize any final contract proposal when there is a tentative agreement in place.
- **Staffing Updates:** Current Open Positions (7)
  - **NEW HIRES:**
    - Customer Service Specialist – Paul Roach will be starting Monday, September 19, 2022
  - **TRANSFERS:**
    - Full-Time DPW Mechanic – Shaun O’Berry has transferred from a DPW Laborer to the DPW Mechanic position effective September 12, 2022.
  - **APPLICANTS:**
    - Part-Time Administrative Assistant (1) – Community Development (1) – Offer has been made.
    - Part-Time Custodian (1) – Applications have been reviewed and interviews will take place the week of September 19, 2022
  - **OPEN, EXTERNALLY:**
    - Seasonal Part-time Crossing Guard (1) - Open until filled.
    - Full Time DPW Laborer (2) – Closes on September 23, 2022
    - Seasonal Part-Time Election Assistant (1) – Closes September 21, 2022
  - **PREPARING/ EVALUATION POSTING:**
    - Full-Time Public Works Director (1) – Position on hold
- **Traffic Updates:**
  - S. Barnes St. and Kipp intersection- Reopened due to the commencement of school. **Status is open until September 9.**

## LARGE CITY PROJECTS

FY 2021-2022			
Project	Project Name/Description	Status	Completed
<b>STREETS, SIDEWALKS, SIGNALS(S)</b>			
2019-S9b	Signal at E. Maple & S. Jefferson	Completed	August
<b>UTILITIES: SANITARY SEWER, STORM WATER, AND WATER DISTRIBUTION (U)</b>			
2019-U3a	Wastewater Treatment Plant – Design	In Process, anticipated completion 2023	
2021-U1	WTP- High-Pressure Pump VFD	Supply Chain Issues: anticipated January 2023	
<b>PARKS/ CEMETERY/ FORESTRY/ NONMOTORIZED (P)</b>			
2017-P8	Laylin Park - Phase II	Waiting for Consumers work to be completed	
2020-P6, P8, P12, P13, P14	Plan/ Design-Rayner Park, Lee Austin Park, Bond Park, Griffin Park, Hayes Park	In progress, anticipated drafts to Council delayed to October due to priority shift to finding ambulance provider.	
<b>BUILDING, PROPERTY, EQUIPMENT (B)</b>			
2018-B23	Planning: Master Plan/Zoning Update	Staff anticipates that the draft master plan being delayed to October due to priority shift due to staffing constraints.	

**FY 2022-2023**

Project	Project Name/Description	Status	Completed
<b>STREETS, SIDEWALKS, SIGNALS(S)</b>			
2017-S15/ 2017-U28	S. Barnes Street – Ash to Kipp	All lead water service lines have been replaced, anticipated completion of paving by end of October.	
2019-S1	Walnut Ct. – Columbia to Ash	Moved to Next FY by Council Action	MOVED
<b>UTILITIES: SANITARY SEWER, STORM WATER, AND WATER DISTRIBUTION (U)</b>			
2018-U39	Well No. 9 (Temple St.) Rebuild	Well No. 8 has become a higher priority, staff evaluating a change in well rebuild.	
2022-U1	Headworks Huber Screen	Anticipated 2 <sup>nd</sup> quarter of FY 22-23	
<b>PARKS/ CEMETERY/ FORESTRY/ NONMOTORIZED (P)</b>			
2020-P3	Hayhoe Riverwalk Trail – Eval. & Repair	Anticipate Bidding 3 <sup>rd</sup> quarter of FY 22-23	
2020-P11	Rayner Park- Phase 1 Construction	City Council considering executing Project Agreement, Anticipate Bidding 3 <sup>rd</sup> quarter of FY 22-23	
2020-P1	Columbia Street Bridge: Non-Motorized Connection	County Approved Grant as a Late Award, Awaiting Grant Documents, Anticipate Bidding 3 <sup>rd</sup> quarter of FY 22-23	
2020-P15	Jefferson Trailhead/ Cemetery/ Community Garden	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 3 <sup>rd</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
2022-MVP1		Concrete Grinder	Received and in service. September
2022-MVP2	Trailer No. 53	Public Works	Under Council threshold on quotes, anticipate receiving by September
2022-MVP3	Trailer No. 55	Public Works	Received and in service. September
2022-MVP4	Mower Attach No. 39	Public Works	Received and in service. September
<b>BUILDING, PROPERTY, EQUIPMENT (B)</b>			
2018-B14	Fire: Rehab 815 Replacement	Anticipate 2 <sup>nd</sup> quarter of FY 22-23	
2020-B4a	DPW: Facility Design	Staff finalizing concepts, Anticipate bidding 2 <sup>nd</sup> quarter of FY 22-23	
2017-B5b	Building: Library Phase 1, Part 1	Staff reviewing estimates from contractor, amending scope of SHPO grant for essential items, and awaiting grant consideration from MEDC to fill gap (anticipate announcement Sept)	
2017-B10	Fire: Furnace/AC, Office & Training Area	Anticipate 3 <sup>rd</sup> quarter of FY 22-23	
2018-B15	Fire: Sprinkler System in Truck Bay	Anticipate 3 <sup>rd</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 4 <sup>th</sup> quarter of FY 22-23	
2018-B23b	Kipp Road/Temple Street Sub-area Plan	Underway through County grant, met with consultants to confirm outstanding items.	
2019-B2b	City Hall Renovations: Phase 1 /Carpet	Anticipate Bidding 2 <sup>nd</sup> quarter of FY 22-23	

<b>2020-B4b</b>	Public Works: Facility Construction	Anticipate Bidding 3 <sup>rd</sup> quarter of FY 22-23	
<b>2022-B1</b>	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)**

<b>Project Name</b>	<b>Status</b>
<b>PERMITS – COMMERCIAL PROJECTS</b> (listed only once when active)	
Rayner Ponds Subdivision Extension of a Final Preliminary Plat and Final Site Plan <b>APPROVED</b>	James Giguere of Giguere Homes has submitted a request to City Council for a two-year extension of a previously approved and extended Final Preliminary Plat to create 20 residential lots due to project delays associated with impacts of Covid-19. A request was also submitted to the Planning Commission for a 12-month extension of a previously approved Final Site Plan for the same development.