



City Manager's Report: February 3, 2023

IMPORTANT DATES

- Monday, February 20, 2023, 6:30 p.m.: HOLD for Park Site Plan Workshop
- Tuesday, February 28, 2023, 5:00 p.m.: **CONFIRMED** for Joint Capital Improvement Program Meeting

OPERATIONS

- City Manager Stuart attended the Michigan Municipal Executives Winter Institute where the topics included EMS funding challenges nationwide, Police recruitment challenges/trends, round table with similar sized communities where we discussed collective bargaining challenges and housing trends, update on legislature policy issue, and trends in the City Management profession.
- Officer Bradley completed an Active Violence Incidence training and Officer Michele completed a Comprehensive Sexual Assault Investigations. Bookkeeper Hagle attended Customer Service Training through the Disney Institute.

Staffing Updates: Current Open Positions (3)

- NEW HIRES:
 - Jennifer LeForge started as a Part-Time Custodian on January 30, 2023.
- APPLICANTS:
 - Full-Time Laborer (1) – Applications are being reviewed and the first round of interviews will take place within the next week.
 - Full-Time Police Officer (1) – Applications were reviewed, and interviews are scheduled for the week of February 13, 2023.
- OPEN, EXTERNALLY:
 - Seasonal Part-time Crossing Guard (1) - Open until filled.

LARGE CITY PROJECTS

FY 2021-2022			
Project	Project Name/Description	Status	Completed
UTILITIES: SANITARY SEWER, STORM WATER, AND WATER DISTRIBUTION (U)			
2019-U3a	Wastewater Treatment Plant – Design	In Process, anticipated completion 2023.	
2021-U1	WTP- High-Pressure Pump VFD	Supply Chain Issues: anticipated January 2023	
PARKS/ CEMETERY/ FORESTRY/ NONMOTORIZED (P)			
2017-P8	Laylin Park - Phase II	Consumers have notified last week that they do not expect supplies being available until after March.	
2020-P6, P8, P12, P13, P14	Plan/ Design-Rayner Park, Lee Austin Park, Bond Park, Griffin Park, Hayes Park	Anticipate recommendation for Council to release for public feedback in February.	
BUILDING, PROPERTY, EQUIPMENT (B)			
2018-B23	Planning: Master Plan/Zoning Update	Staff confirming priorities for Action Plan. Anticipate recommendation for Council to release for public feedback in February.	

FY 2022-2023			
Project	Project Name/Description	Status	Completed
STREETS, SIDEWALKS, SIGNALS(S)			
2017-S15/ 2017-U28	S. Barnes Street – Ash to Kipp	Complete except for final signage and final walk through.	
2019-S1	Walnut Ct. – Columbia to Ash	Moved to Next FY by Council Action	MOVED

UTILITIES: SANITARY SEWER, STORM WATER, AND WATER DISTRIBUTION (U)				
2018-U39	Well No. 9 (Temple St.) Rebuild		Well No. 8 & 9 (both) are now a priority as they are not operational and are being bid jointly.	
2022-U1	Headworks Huber Screen		Anticipate moving to new FY due to unexpected cost for clarifier tank failure, WWTP	
PARKS/ CEMETERY/ FORESTRY/ NONMOTORIZED (P)				
2020-P3	Hayhoe Riverwalk Trail – Eval. & Repair		Anticipate Bidding 3 rd quarter of FY 22-23	
2020-P11	Rayner Park- Phase 1 Construction		Anticipate Bidding 3 rd quarter of FY 22-23	
2020-P1	Columbia Bridge: Non-Motorized Connect		Anticipate Bidding 3 rd quarter of FY 22-23	
2020-P15	Jefferson Trailhead/ Comm Garden		Anticipate Bidding 3 rd quarter of FY 22-23	
2020-P17	Non-motorized Program: Southeast		Anticipate Bidding 3 rd quarter of FY 22-23, staff will request adding, into this item, stairs at Maple/ Rogers	
2020-P1	Maple Grove Cemetery: Columbarium (3)		Currently bidding; due February 22, 2023.	
MOTOR VEHICLE POOL (MVP)				
2017-MVP22	Vehicle No. 83	Police	In Service, Completed	February
2017-MVP18a	Vehicle No. 24	Dump/Plow Truck	Council approved; ordered, build year 2024, staff plans to request equipping soon due to lead time required.	
2022-MVP1		Concrete Grinder	Completed	September
2022-MVP2	Trailer No. 53	Public Works	Completed	October
2022-MVP3	Trailer No. 55	Public Works	Completed	September
2022-MVP4	Mower Attach No. 39	Public Works	Completed	September
BUILDING, PROPERTY, EQUIPMENT (B)				
2018-B14	Fire: Rehab 815 Replacement		Equipping in process, anticipate being in service in April.	
2020-B4a	DPW: Facility Design		Anticipate selecting design firm in 4 th quarter.	
2017-B5b	Building: Library Phase 1, Part 1		SHPO CLG Grant application has been submitted. Budget amendment request and contract award consideration by Council anticipated in March.	
2017-B10	Fire: Furnace/AC, Office & Training Area		Anticipate bidding in 3 rd quarter of FY 22-23	
2018-B15	Fire: Sprinkler System in Truck Bay		Anticipate bidding in 3 rd quarter of FY 22-23	
2018-B20	Fire: Carpet Replacement for Station 1		Anticipate bidding in 3 rd quarter of FY 22-23	
2018-B25	Police: In-Car Digital Recording System		Completed	January
2018-B23a	Cedar/127 Corridor Sub-area Plan		Anticipate moving to next FY, due to timing of Master Plan	
2018-B23b	Kipp Road/Temple Street Sub-Area Plan		In progress	
2019-B2b	City Hall Renovations: Phase 1 /Carpet		Anticipate Bidding 4th quarter of FY 22-23	
2020-B4b	Public Works: Facility Construction		Anticipate moving to next FY	
2022-B1	Ordinance Update: Planning, Subdivision, Signs, STR		Anticipate moving to next FY, due to timing of Zoning Updates	

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

Project Name	Status
PERMITS – COMMERCIAL PROJECTS (listed only once when active)	
227 N Cedar	Building permit issued for interior alterations and change of use from martial arts studio to offices.