



# City Manager's Report: April 28, 2023

## IMPORTANT DATES

### Master Plan/ Parks Plan Open Houses

For more information and to see the plans visit: [www.mason.mi.us/MasterPlan](http://www.mason.mi.us/MasterPlan) or [www.mason.mi.us/Parks](http://www.mason.mi.us/Parks)  
Feedback comments on the plans are welcome, email: [info@mason.mi.us](mailto:info@mason.mi.us) by **May 26, 2023**.

### In Person Events:

- May 6- 7:00 a.m. to 11:00 a.m. at the Fire Station (Pancake Breakfast)
- May 15- 5:00 p.m. to 7:00 p.m. at City Hall

### Online Events: (Zoom)

- May 19- noon *Details on meeting access will be posted at [www.mason.mi.us/MasterPlan](http://www.mason.mi.us/MasterPlan).*
- May 25- 5:30 p.m. *The Zoom meetings will be recorded and posted on the same site.*

## OPERATIONS

### Training:

- On Thursday, April 20, 2023, Mike Parisian and Roger PFannenschmid attended a valve and hydrant, repair and maintenance, class.

### Staffing Updates: Current Open Positions (8)

- CLOSED POSITIONS
  - Seasonal Part-Time Laborer (4) – All applicants have accepted positions and pre-employment screenings are being conducted. Anticipated starts dates of first week in June 2023.
  - Full Time Finance Bookkeeper (1) – Internal interviews being conducted.
- OPEN POSITIONS
  - Seasonal Part-time Crossing Guard (1) - Open until filled.
  - Full-Time Police Officer (2) – Positions to be posted by the week of May 1, 2023.

### Traffic Updates:

- Traffic Complaint- Corbin Street: speeding vehicles. Officers have been assigned. Status: Open

## LARGE CITY PROJECTS

FY 2021-2022			
Project	Project Name/Description	Status	Completed
<b>UTILITIES: SANITARY SEWER, STORM WATER, AND WATER DISTRIBUTION (U)</b>			
2019-U3a	Wastewater Treatment Plant – Design	In process, anticipated completion 2023	
<b>PARKS/ CEMETERY/ FORESTRY/ NONMOTORIZED (P)</b>			
2017-P8	Laylin Park - Phase II	Final punch list is being completed. Facility open.	
2020- P6/ 8/12/13/14	Plan/ Design-Rayner, Lee Austin, Bond, Griffin, Hayes Parks	Notices have been distributed via Facebook, email, and a postcard via direct mail to residents.	
<b>BUILDING, PROPERTY, EQUIPMENT (B)</b>			
2018-B23	Planning: Master Plan/Zoning Update	Master Plan released for public comment period ending May 31, 2023. Agency letters have been mailed. Notices have been distributed via Facebook, email, and a postcard via direct mail to residents. Elected and appointed officials can share the information and encourage feedback.	

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		Completed	February
<b>UTILITIES: SANITARY SEWER, STORM WATER, AND WATER DISTRIBUTION (U)</b>				
2018-U39	Well No. 9 and 10 (Temple St.) and Well No. 8 Rebuilds		In progress.	
2022-U1	Headworks Huber Screen		Moved to next FY	
<b>PARKS/ CEMETERY/ FORESTRY/ NONMOTORIZED (P)</b>				
2020-P3	Hayhoe Riverwalk Trail – Eval. & Repair		Preparing bid package	
2020-P11	Rayner Park- Phase 1 Construction		Preparing bid package	
2020-P1	Columbia Bridge: Non-Motorized Connect		Preparing bid package, submitting MDOT permit, special assessment is being evaluated.	
2020-P15	Jefferson Trailhead/ Comm Garden		Public Open House Notice completed, and designs are being adjusted.	
2020-P17	Non-motorized Program: Southeast		Pre-construction meeting is being scheduled. Public Notices will be mailed next week.	
2020-P1	Maple Grove Cemetery: Columbarium		Ordered, Cemetery Board to consider layout, fees, and templates.	
<b>MOTOR VEHICLE POOL (MVP)</b>				
2017-MVP22	Vehicle No. 83	Police	Completed	February
2017-MVP18a	Vehicle No. 24	Dump/Plow Truck	Ordered, receipt anticipated in 2024	
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 No. 39	Public Works	Attachment only- Completed	September
<b>BUILDING, PROPERTY, EQUIPMENT (B)</b>				
2018-B14	Fire: Rehab 815 Replacement		Completed	
2020-B4a	DPW: Facility Design		Preparing bid package	
2017-B5b	Building: Library Phase 1, Part 1		Executed contract for grant portion of project.	
2017-B10	Fire: Furnace/AC, Office & Training Area		Council approved; in progress	
2018-B15	Fire: Sprinkler System in Truck Bay		Council approved; in progress	
2018-B20	Fire: Carpet Replacement for Station 1		Council approved; in progress	
2018-B25	Police: In-Car Digital Recording System		Completed	January
2018-B23a	Cedar/127 Corridor Sub-area Plan		Moved to next FY	
2018-B23b	Kipp Road/Temple Street Sub-Area Plan		Results will be presented to PC and CC in May.	
2019-B2b	City Hall Renovations: Phase 1 /Carpet		Moved to next FY	
2020-B4b	Public Works: Facility Construction		Moved to next FY	
2022-B1	Ordinance Update: Planning, Subdivision, Signs, STR		Moved to next FY	

FY 2023-2024			
Project	Project Name/Description	Status	Completed
<b>STREETS, BRIDGES, SIGNALS(S)</b>			
<b>2017-S14/ 2017-U27</b>	E Cherry St: S Rogers St to End	Anticipated to start in June. Impacted properties have been notified.	
<b>2017-S16</b>	Maple Street Bridge: Replacement	Preparing bids	
<b>2019-S1/ 2023-U1</b>	S Walnut Ct: W Columbia St to W Ash St	Construction began April 24. Impacted properties have been notified.	
<b>2023-S1</b>	E Cherry St South Alley: S Jefferson St to S Rogers St	Anticipated to start in June. Impacted properties have been notified.	

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

Project Name	Status
<b>720 W. South Street All Saints Lutheran Church</b>	The Planning Commission will hold a public hearing at their regular meeting on May 9, 2023, at 6:30 p.m. for a Special Use Permit and concurrent Preliminary and Final site plan approval for the creation of a private recreation facility consisting of a six-hole disc golf course.
<b>440 S. Jefferson Street BAD Brewing Company LLC</b>	The Planning Commission will consider a request at their regular meeting on May 9, 2023, at 6:30 p.m. for approval of a Final Site Plan Amendment to modify the conditions of the previously approved site plan by removing the curb and sidewalk requirement and allowing for the installation of bollards at both ends of the alley instead; and to reduce the footprint of the proposed bathroom structure.

# City of Mason Master Plan



*The City of Mason is updating the 20-Year Master Plan which serves as a guidebook to help elected officials and staff decide how to direct funding for infrastructure and services, and how to manage future growth based upon the community's vision.*



*The Draft Master Plan is now available for public review and feedback. You can find the document here: Visit [www.mason.mi.us/MasterPlan](http://www.mason.mi.us/MasterPlan) use the QR Code*

## Guiding Principles for Draft Plan based on Community Input:



### WELCOMING

Promote Mason as a welcoming and vibrant place.



### CHARMING

Preserve Mason's neighborhoods and small-town charm.



### SAFE

Provide safe infrastructure through the forward-thinking delivery of city services.

# City of Mason Park Designs

*City Council adopted the Five-Year Parks, Recreation, and Non-Motorized Plan. In 2022, residents approved a millage to support improvements to our parks. Park Designs were the first step to identifying needs and prioritizing projects.*

*The Draft Park Designs are now available for public review and feedback. You can find the documents here: Visit [www.mason.mi.us/Parks](http://www.mason.mi.us/Parks) or use the QR Code*



## Example Draft Park Design based on Community Input:

*(May take more than 10 years to complete.)*



**Deadline for feedback on Master Plan and Parks is Friday, May 26, 2023!**



# YOUR CITY. YOUR PLANS.

*We are finalizing two plans that will shape the future of Mason and we want to hear from you by May 26, 2023!*

## MASTER PLAN/ PARKS PLAN OPEN HOUSE

*See a brief overview of each plan, review drafts, and give feedback.*

### IN PERSON EVENTS

**May 6-** 7:00 a.m. to 11:00 a.m. at the Fire Station (Pancake Breakfast)

**May 15-** 5:00 p.m. to 7:00 p.m. at City Hall

### ONLINE EVENTS (ZOOM)

**May 19-** noon      **May 25-** 5:30 p.m.

*Details on meeting access will be posted at [www.mason.mi.us/MasterPlan](http://www.mason.mi.us/MasterPlan)  
Zoom meetings will be recorded and posted on same site.*

Feedback comments on the plans are welcome, email: [info@mason.mi.us](mailto:info@mason.mi.us)

### FOR MORE INFORMATION and TO SEE THE PLANS:

Visit: [www.mason.mi.us/MasterPlan](http://www.mason.mi.us/MasterPlan) or [www.mason.mi.us/Parks](http://www.mason.mi.us/Parks)

Contact: Customer Service at 517.676.9155