



Memorandum

To: Mayor Schreiber and City Council Members

Ralph A. Lange

From: Ralph A. Lange, City Manager

Date: June 2, 2014

Subject: Council Information Letter

CITY MANAGER

Action & Request Center Report:

The following is an update of the Action Center support tickets:

- ✓ 35 online support tickets were opened since the last CIL (May 1)

Abandoned Vehicles	0	
Animal Control	0	
Criminal Activity (Non Emergency)	2	
Graffiti	7	
Dangerous Buildings	1	
Noise Complaints	0	
Other Violations	6	
Parking Maintenance	1	
Parking Complaints	0	
Public Facilities	0	
Rental Housing	1	
Sidewalks	1	
Street Conditions	6	
Streetlights	0	
Trash Pick Up	0	
Trash/Litter	4	
Weeds	6	
Total	35	

- ✓ 9 New Tickets Closed
- ✓ 18 In Progress
- ✓ 8 Open

- Staff has created a new page on the City website called "Emergency Preparedness" with useful links and contact information for residents regarding public safety, weather, utilities and traffic. The new webpage can be found in the "Living" section of the city website.
- EMU is going forward with the new lighting that DTE proposed on the LaForge corridor. The University will pay both the up-front costs (about \$80k) and the ongoing O&M (approx. \$15k per year).

CITY CLERK

- The City Clerk's Office is continuing preparation for the election in August.

DEPARTMENT OF PUBLIC SERVICES

- LED Streetlight Conversions - The tentative schedule to begin the conversions is mid-to-late June.
- Facilities Lighting Upgrades -The LED conversions for the interior lighting has begun in City Hall. To this date, the first floor of city hall has been converted including council chambers. The conversion of the lights at the DPS yard is complete with the exception of the wash bay, which is will be completed next.
- Speed humps - The final speed hump on Stanley Street was installed on Wednesday, May 28th, 2014. This completes the installation of the temporary speed humps.
- Tree Stumps/Planting - DPS staff continues with stumps removals and restoration of the margin areas. To this date, approximately 32 stumps out of approximately 80 stumps in need of removal have been removed. Staff has completed planting trees that were purchased with the DTE Tree Planting Grant. We planted 16 trees.
- Rutherford Pool- The pool construction is complete. It has passed the County Health inspection. The pool opened as scheduled. There will be a punch list generated and the items will addressed prior to the retainage being released.
- Urgent Road Repairs - The RFL and resolution for the bid award will be brought to council at the June 3, 2014 meeting. Favorable bids will allow us to make additional repairs with council's approval.
- Solid Waste Collection - Bids were received and opened on May 8, 2014. Three bids were received. Staff are reviewing the bids and checking references. The bids will be evaluated and rated prior to bringing forth a recommendation to council.
- ADA Ramps -The bid packet for the Sidewalk Ramp Replacement Program has been issued. The bid opening is scheduled for June 9th, 2014.
- Tot lots and Parks - The replacement play equipment for the Charles Street Tot Lot has been ordered. The tentative installation date is mid-July. Staff is in the process of ordering a tot swing set for Candy Cane Park. Four new basketball hoops have been installed at Prospect Park.

FIRE DEPARTMENT

- Probationary firefighters: The last three new recruits should count for our minimum by June 1st. This will reduce our overtime further down.
- A financial study is in progress to install solar panels on the roof of the fire station in collaboration with Dave Strenski. This project will also involve the replacement of the roof tare. The goal is to make the fire station 50 to 100% solar powered to reduce our energy cost. A grant is being written to support the project.
- Entry Firefighter position was reposted. We are accepting application until June 30.
- In conjunction with the University of Michigan's Mott Children's Hospital, the Ypsilanti Fire Department is now offering a free child seat inspection and installation program. Fittings generally take between 20 minutes and an hour and can be completed at the Ypsilanti Fire Station (525 W.

Michigan Avenue) the first Monday of every month from 10am to 1pm. Interested residents should call Mott Children's Hospital at (734) 764-7229 if they would like to set up an appointment or have any questions.

FISCAL SERVICES DEPARTMENT

- Fiscal Services Department negotiated a new Assessing Contract increasing the number of days to three days a week – Monday, Wednesday and Friday.
- Economic Vitality Incentive Program (EVIP) – Category 3 – report was submitted to Department of Treasury detailing how the city plans on reducing our unfunded accrued liabilities. This is also posted on the city website.
- Department staff finished their preparation of the FY 2013-14, 2014-15 and 2015-16 Budget resolutions, ordinances and detailed worksheets. The first reading of the Budget is scheduled for the upcoming Tuesday, June 3 City Council meeting.

HUMAN RESOURCES DEPARTMENT

New Hires/Separations/Status Changes:

- Ryan Dillan was hired as an Equipment Operator at DPS on 5/12/2014
- Ashley Kofahl was hired as a Police Officer as of 5/22/2014
- Warren Williams was hired as a Police Officer as of 5/21/2014
- James Smith was hired as a Police Officer as of 5/27/2014
- Pool Staff employees have been hired for Rutherford Pool opening on Memorial Day Weekend
- Rodney Schroeder, Fire Fighter, retired on 5/16/2014

Employees Off From /Returned to Work:

- Currently have 2 people out on Workers' Comp
- Have 3 people on FMLA – 1 in Community Development Department
1 in Building
1 in Police
- Returned to work from FMLA – 1 employee in Payroll Administration

Job Postings:

The following jobs have been posted:

- Re-Posting of Fire Fighters to establish a hiring list

Miscellaneous:

- Civil Service Commission met on Friday, May 2, 2014 and the promotional list was approved.
- Conducted meetings with employees to explain the Title VI process

POLICE DEPARTMENT

Activity Report:

Statistics for the current period reflected by the past three months are as follows:

May	April	March
1,086 Calls for Service	1,418 Calls for Service	1,423 Calls for Service
90 Arrests	125 Arrests	119 Arrests
227 Tickets Issued	351 Tickets Issued	255 Tickets Issued
365 Case Reports Written	554 Tickets Issued	607 Case Reports Written

Activity Report:

Statistics for the current period reflected by the past three months with 5 days left in May.

Note: The above "Tickets Issued" statistics reflects the total number of actual charges from each ticket issued - which includes traffic and non-traffic tickets, ordinance tickets, and warning notices.

Officer Bergland is assigned to solo patrol and is performing well. Officer Peterson has completed the Field Training Program and is also assigned to solo patrol and performing well. Three new officers were sworn in on May 27, 2014 (Officers Kofahl, Williams and Smith) and have begun their Field Training Program. We have offered another individual a position and they have passed the background and psychological testing. They still need to complete the physical and drug test. This individual is currently in the Police Academy and will graduate June 20 and will begin Field Training immediately following.

Two new patrol vehicles have been delivered to the Police Department. The graphics have been completed and they are currently scheduled for change over.

City of Ypsilanti Police Department

Attn: **Chief Tony DeGuisti**

505 W. Michigan Avenue

Ypsilanti, Michigan 48197

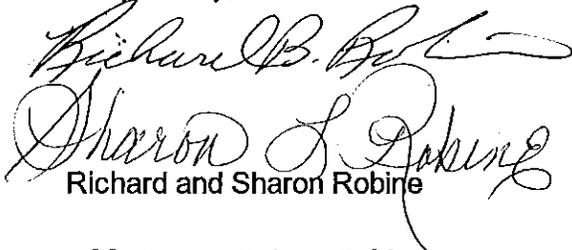
Dear Chief DeGuisti,

We at Olde Towne Coin & Gold have enjoyed an exceptional 37 year relationship with the Ypsilanti police department and supporting personnel. We have appreciated your consistent professionalism and friendship throughout the years. It's obvious to us that the training and selection of your officers and staff is highly scrutinized and well above average.

On Saturday, May 17, 2014 our business was unfortunately targeted in a jewelry theft during business hours. There were several customers as well as employees in the store at the time. As soon as we understood that a theft was in progress, we notified your department. In less than a minute, Officers Jon McDonagh and Jason Cyrbok arrived. The officers found the jewelry in the Subject's hand, subdued him and placed him under arrest. The employees were promptly debriefed, then the perpetrator was removed within minutes. The response time, intervention and apprehension was immediate and thorough, and all employees and customers were kept out of harms way.

We would like to extend our sincerest appreciation to your department, it's supervisors and support staff and especially Officer Jon McDonagh and Officer Jason Cyrbok for their prompt response, professional execution and follow-up. They are a credit to your department, those in charge and the city of Ypsilanti. Thank you all again.

Respectfully,



Richard and Sharon Robire

Olde Towne Coin & Gold

24 E. Cross St.

Ypsilanti, MI 48198

C.C. Mayor Paul Schreiber
City Manager Ralph Lange