



Memorandum

To: Mayor Schreiber and City Council Members

Ralph A. Lange

From: Ralph A. Lange, City Manager

Date: October 24, 2014

Subject: Council Information Letter

City Manager's Office

Action & Request Center Report:

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

- ✓ 34 online support tickets were opened since the last CIL (August 29, 2014)

Abandoned Vehicles	0
Animal Control	0
Board Ups	1
Criminal Activity (Non Emergency)	3
Graffiti	3
Dangerous Buildings	1
Noise Complaints	3
Other Violations	2
Parking Complaints	2
Public Facilities	3
Rental Housing	0
Sidewalk	1
Street Conditions	8
Streetlights	3
Trash Pick Up	2
Trash/Litter	3
Weeds	2
Total	37

21 Closed
7 In Process
9 Open

List of coming events:

- New Trail Access at Peninsular Park
- Chicago – Detroit – Pontiac Passenger Rail Corridor Program
- SEMCOG General Assembly
- Mayor Schreiber's Recognition

City Clerk's Office

The Ypsilanti City Clerk's office will be open on Saturday, November 1st, 2014 from 8:00 a.m. – 2:00 p.m. for absentee voting. Citizens must bring their identification with them to receive a ballot. The polls will be open from 7:00 a.m. to 8:00 p.m. on Tuesday, November 4th.

Department of Public Services

LED Fixtures. Energy Revolving Loan Fund - Staff has solicited a bid from Severance Electric for the removal of the multi-bulb cluster lights and the single head poles and fixtures located on N. Washington Street. After these lights are removed, staff along with DTE Community Lighting, staff will determine if there is a need for additional lighting to replace the decorative lights that were removed. Staff has ordered LED light fixtures to replace the PCC gym lights. The LED fixtures will allow us to decrease the number of lights from 12 to 9 fixtures in the PCC Gym. Staff will also order outdoor lights for the DPS yard to replace the existing MV and HPS fixtures. The 2014 conversions have been completed including the signal pole cobra heads and Granville lights downtown and in the Heritage Park Neighborhood.

Ramps and Pavement Maintenance. Sidewalk Ramp Replacement Program - ADA ramp installation continued this week on Jefferson @ Brooks and Hawkins. The ramps at S. Washington Street @ Buffalo, Woodward and Catherine have been completed. Pavement Maintenance Program - The urgent Road repairs throughout the city were completed Wednesday, August 27th. PK Striping is scheduled to stripe the streets that were paved during this project on Thursday, October 23rd.

Peninsular Dam. The Huron Watershed Council has completed the floating dock replacement project. There is a project celebration scheduled for October 29th. OHM has completed their inspection of the spillway and dam components. Their report has been submitted. See attached for full details.

CDBG Funds. The construction drawings for the CDBG Senior Center kitchen and electrical improvement project have been reviewed by the County Health Department for their comments. A couple of minor changes were made to the drawings. The RFP for this project was submitted to the WC CDBG department and reviewed. The RFP was sent back with recommended changes and required attachments. The changes will be made soon and resubmitted to CDBG for final approval before posting.

Department of Public Services - continued

Prospect Road. The 2015 PRIP Prospect Road Project Phase I, between Michigan Avenue and Grove Road is underway. To date, the asphalt has been milled, the undercuts were completed this week, all of the concrete work is complete with the exception of replacing a section of curb that incurred damage during the asphalt milling and the traffic loop has been replaced at Prospect @ Maus/Spring. Structure adjustments continue. The undercut areas are scheduled to be paved back to grade of the milled surfaces on Friday, October 24, 2014. The final paving schedule has not been set but will more than likely happen late next week. The Prospect Bridge Rehabilitation Project punch list items includes additional guard rail repairs, sidewalk joint plates and minor sidewalk repairs have been completed. The new weight Limits signs have been posted.

Surplus Equipment. DPS will begin listing additional surplus equipment next week. Two vehicles were sold two weeks ago for \$31,201.

Tot Lots. Play equipment selections have been made for Hefley and Mattingly Tot Lots. The equipment will be identical to the play equipment that has been installed in the Charles Street Tot Lot and will be ordered when the CDBG funds are made available. The tot swing for Candy Cane Park was installed October 10th, 2014.

Solar Projects. We have received the funds (for DPS) from the anonymous donor to add photovoltaic systems to city facilities. Selected were Parkridge Community Center, Senior Center and the DPS Admin building. Dave Strenski has been coordinating this project with city staff and the anonymous donor. Staff met with the selected contractor and will coordinate the installation.

Tree Removals. DPS staff has begun September tree removals.

Economic & Community Development

Road Diet proposal for Hamilton and Huron - On Monday, October 27, 2014, the City's Non-Motorized committee held a public hearing on the proposed Hamilton/Huron road diet. AS you recall, when the State Police did the Speed study in 2011/2012 and then increased speeds on most trunk lines in the City and Township, there was a request to look into reducing the speeds. Working with MDOT and WATS and others, the suggestion was to look into reducing the number of travel lanes as overall, traffic counts are going down, and the on-way streets are over-capacity. Staff looked into the process, got support from WATS on projections and had the go ahead from MDOT to go through the road diet checklist to determine the viability and community support for the project. The public hearing is one of a series of steps. A second hearing will be held after the formal Synchro analysis is complete. The Road Commission is being contracted to do this work. Having the analysis will help City Council determine whether or not the removal of a travel lane, replacing it with on-street parking and bike lanes, will still provide adequate traffic flow. That analysis and subsequent meeting to discuss it is expected in early December. Bonnie Wessler will be the lead on coordinating the analysis and related

meetings. She will provide updates on meeting schedule in November.

Update on Huron/Whittaker non-motorized Crossing. As you know, the 2016 M-17 resurfacing project has brought forward the opportunity to request that MDOT apply for a Transportation Alternatives Program (TAP) grant for the non-motorized crossing of Huron/Whittaker. WATS was able to talk with all the MDOT regulating bodies about the preferred and back-up alternative crossings that were considered by the City, Township, and steering committee for this project. NRTF update on bids. Here's the report from WATS:

MDOT reviewed the center crossing (Alternative 4) and the west side crossing (Alternative 1) and while both alternatives are feasible, MDOT feels the west side crossing has fewer concerns to address and is more constructible. Since one of the primary objectives of the Huron I-94 Steering Committee is getting a facility constructed, and keeping with what MDOT is more comfortable with (in light of hand off for a 2016 project), we are transitioning to the backup, west side/Alt 1.

Both concepts are attached.

Heritage Bridge and Linear Park and Trail bids are in! Bids were received on Wednesday afternoon. Mannik and Smith Group will be preparing bid tabulation, as well as recommendations on how to deliver the products within our budgets. City and WCPARC and staff will be working out the details next week. A contractor is expected to be selected and the bids and contract should be ready for City Council at the regular November meeting.

Zoning Ordinance Revisions. The Planning Commission held a public hearing on Wednesday, October 15th to a packed house of residents and property owners. The comments were incredibly helpful in defining some of the proposed district lines, as well as some details on the zoning text changes as well. Planning Commission requested a series of changes based on feedback from the public hearing as well as comments given to staff. They will be considering changes at a special meeting on Wednesday, October 29th at 7 p.m. at City Hall in Council Chambers. Updates will be posted at [www.cityofypsilanti.com/zoningupdates2014 by 5 p.m](http://www.cityofypsilanti.com/zoningupdates2014%20by%205%20p.m) today.

Prospect Road/Grove Road TAP grant improvements. OHM has provided the City preliminary designs for the project's design. These will be going to Planning Commission in November for Capital Improvements and Complete Streets review.

City of Ypsilanti Capital Improvements Plan. Staff is working with Carlisle Wortman on a draft 6-year Capital Improvements plan for the City. It's expected that Planning Commission will provide a recommendation on this at their November meeting and the draft will move to City Council in December.

Fire Department

- Fire Department will be applying for the following FEMA grants
 - Engine
 - Extrication equipment
 - Fire prevention items

- FEMA is providing the Fire Department with 15 sets of turn-out gear
- Sixty smoke alarms will be received from the state for city residents. They will be installed upon request.

Fiscal Services

- Ms. Uy attended Michigan Municipal Government Finance Officers Association seminar
- Completed the Small Taxpayer Exemption Loss for Debt Millage Reimbursement Claim Report
- Annual audit - Provided reports and supporting documents requested by the auditors, responded to their questionnaires, prepared spreadsheets of all assets, liabilities, grants, revenues and expenses for all funds.
- Provided Municipal Analytics the list for new hires, date of hires, rate of pay, terminations, benefits cost for single, 2 person and family coverage

Human Resources

New Hires/Separations/Status Changes:

- Department of Public Service - Equipment Operator – new hire
- DDA – Coordinator – new hire
- Fire Department – one firefighter – new hire
- Police Department – two officers separated
- Rutherford Pool Staff – inactive until next summer
- Community & Economic Development – temporary upgrade from Planner I to Planner II
- Community & Economic Development Director - resignation effective 10/31/2014.
- Parkridge – Recreation Coordinator – new hire

Employees Off From /Returned to Work:

- Fire Department - One person is on Workers' Comp. light duty
- FMLA (Family Leave) – three people off, DPS, Fire Dept and Building Dept.
- FMLA – one person returned on light duty

Current Job Postings:

The following job openings have been posted:

- Police Officers

Miscellaneous:

- Title VI Form #0179 was completed and mailed to MDOT on 9/5/2014.
- COAM & POAM Contracts have been printed and distributed.
- HR hosted a Flu Shot Fair for City employees on 9/18/2014. Thirty-five employees participated and one spouse.
- Denim Days was a success with \$154 being donated to SOS Community Services.
- Police Sgt.'s Promotion Exam was held on October 7, 2014. HR monitored and scored the tests.
- On Wednesday, October 29th, Lt. Deric Gress will be training City Hall Employees and all other interested employees on how to respond to an active threat. It's called A.L.I.C.E. training (an acronym for Alert, Lockdown, Inform, Counter, Escape). At the end of his training, Lt. Gress, will go through all the offices at City Hall to give suggestions on our individual escape routes.

Police Department

Activity Report:

Following are the statistics for the current period reflected by the past three months with 9 days left in October.

August	September	October
1530 Calls for Service	1441 Calls for Service	930 Calls for Service
266 Arrests	269 Arrests	157 Arrest
341 Tickets Issued	234 Tickets issued	178 Tickets issued
464 Case Reports Written	412 Case Reports Written	224 Case Reports Written

- Officers Anderson and Harrison have completed their probationary period successfully. Officers Peterson, Bergland, Kofahl and Smith continue to perform well during their probationary period. Officer Morrison voluntarily resigned from the Police Department on October 13, 2014.
- Interviews are being conducted for police applicants on October 22 and 23. We are also currently accepting and reviewing applications for the remaining open police officer positions.
- Restructuring of the department continues. The written test for Sergeant was administered by Human Resources on Tuesday, October 7, 2014. Six patrol officers took the exam for the two open positions. Of those six officers, three passed the exam and were interviewed. Ultimately, Officers Cyrbok and Allen were promoted to Sergeant effective October 24 and 25 respectively.
- On October 15, 2014, Chief DeGiusti participated in the 14th Annual ENPACT Forum (Enhancement of Police and Community Trust). This was an opportunity for members of the public to speak with their local law enforcement leaders and ask questions about policing practices and procedures.
- On October 16, 2014, a Public Safety Forum was conducted at Spark East. The event was open to the public and was attended by about 30 people including many community leaders. The event was moderated by Mr. Lange and presentations were made by the Police Chief, the Fire Department, Ordinance Enforcement and the City Attorney's Office.
- Officer Brendan Harrison (DDA Officer) was featured on the Lucy Ann Lance radio show on October 17th. The show is available to be heard on the Lucy Ann Lane Show website.
- On October 17, 2014, Lieutenant Tom Eberts graduated from the Eastern Michigan University School of Police Staff and Command. At the graduation, Lieutenant Eberts was recognized as one of the top academic achievers throughout the 10 month course.

Nan Schuette

From: Teresa Gillotti
Sent: Tuesday, October 21, 2014 2:56 PM
To: Nan Schuette
Subject: FW: Celebrate the Newest Project on the Huron River

For CIL

From: Elizabeth Riggs [<mailto:eriggs@HRWC.ORG>]
Sent: Tuesday, October 21, 2014 12:55 PM
To: Elizabeth Riggs
Subject: Celebrate the Newest Project on the Huron River



Huron
River
Watershed
Council

Protecting the river since 1965

You're Invited to a River Celebration

New Water Trail Access Completed at Peninsular Park

The Huron River Watershed Council will be hosting a celebration for the new RiverUp! canoe and kayak landing that was completed recently at Peninsular Park in Ypsilanti.

Please join us on Wednesday, October 29th at 1:30 pm at Peninsular Park, 1265 LeForge Rd just north of the river.

Executive Director Laura Rubin will deliver brief words and lead us in a champagne (or sparkling grape juice) toast. Then we will walk the new dock and learn about river mile 41.7 on the Huron River Water Trail.



Please let us know if you will be attending: Margaret Smith, msmith@hrwc.org, 734.769.5123 x605.

Learn more about RiverUp!

Learn about the vision for a Huron River renaissance, the projects, and partners at the [WEBSITE](#)



PUBLIC HEARINGS

Announced

The Federal Railroad Administration (FRA), in coordination with the Michigan, Indiana and Illinois departments of transportation, is holding public hearings to obtain comments on the recently released Tier 1 Draft Environmental Impact Statement (EIS) for the Chicago-Detroit/Pontiac corridor.

The Tier 1 Draft EIS presents the proposed project's purpose and need, identifies reasonable route alternatives, describes the affected environment, and analyzes the potential environmental impacts of the alternatives considered, including the no-build alternative.

WHERE CAN I VIEW THE TIER 1 DRAFT EIS?

Visit the public hearings page at www.GreatLakesRail.org to:

- Download and view the entire Tier 1 Draft EIS document.
- Obtain addresses for document review sites - available for review by September 26, 2014.

SPECIAL ACCOMMODATIONS With an advance notice of 7 days, MDOT can make accommodations for persons with disabilities and/or limited English-speaking ability, and persons needing auxiliary aids or services of interpreters, signers, readers, or large print. For accommodations, call the program's toll free number at 877-351-0853.

SUBMIT YOUR COMMENTS

Public hearing participants will have an opportunity to submit written or oral comments at the meetings. All other comments must be submitted by December 19, 2014 for the public record.

 **ONLINE**
www.greatlakesrail.org

 **TOLL-FREE**
(877) 351-0853

 **EMAIL**
MDOT-HSR-Detroit-Pontiac-Chicago@michigan.gov

 **Robert Parsons, Public Hearings Officer**
Michigan Department of Transportation
P.O. Box 30050
Lansing, Michigan 48909

HEARING INFORMATION

Michigan

Tuesday, October 28, 2014
4 to 7 p.m. EST

Dearborn Intermodal
Passenger Rail Station
20201 W. Michigan Avenue
Dearborn, MI

Illinois

Wednesday, October 29, 2014
4 to 7 p.m. CST

Chicago Union Station
in the Union Gallery Room
(Off the Great Hall)
500 W. Jackson Blvd.
Chicago, IL

Indiana

Thursday, October 30, 2014
4 to 7 p.m. CST

Genesis Convention Center Lake Room
One Genesis Center Plaza
Gary, IN

Hearing Agenda

- 4:00 p.m. Informational session begins
- 5:30 p.m. Presentation starts
- 6:00 p.m. Public testimony begins

SEMCOG's General Assembly is November 13th at the Big House

Join us for SEMCOG's General Assembly meeting on Thursday, November 13th, 2014, at the Jack Roth Stadium Club inside Michigan Stadium in Ann Arbor, MI.

It's post-election season! Come unwind with your colleagues at Michigan Stadium, home of University of Michigan Football and one of the country's most classic and widely recognized sporting facilities.

Tours Available: Before the meeting, tours of the Big House are available. Explore the press box, home team's locker room, and get an opportunity to walk through the tunnel and out onto the field.

1

Registration

You must register in advance for this meeting and/or the tour on SEMCOG's website no later than Friday, November 7. For registration assistance, e-mail SEMCOG at register@semcog.org or call (313) 961-4266, press 2.

Register Now

Parking/Directions

100 E. Keech Avenue, Ann Arbor, MI.

Parking for this event will take place along the concourse of Michigan Stadium. See [map for detailed instructions](#) (pdf).

2:00 p.m. – Registration begins

3:00 p.m. – Tour Michigan Stadium (*you must preregister for the tour*)

4:30 p.m. – General Assembly convenes

- Welcome, Yousef Rabhi, Chair of the Washtenaw County Board of Commissioners
- Take action on the [region's walking and biking plan](#)
- Participate in a discussion and take action on [Local Government Revenue Recommendations](#)
- As the new legislative session begins, help set SEMCOG's legislative priorities
- Check out the work of SEMCOG's Washtenaw County communities and partners which will be on display

6:00 p.m. – Reception begins

General Assembly delegates and alternates will receive a meeting agenda via email the week before the meeting. Paper copies of the agenda will be available.

Stay up-to-date on plans for the General Assembly event by checking our [event webpage](#).

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You Are Cordially Invited

To attend a reception honoring City of Ypsilanti

MAYOR PAUL SCHREIBER

In recognition of his eight years of dedicated service
to our community and its citizens

Thursday, October 30, 2014

4-6 p.m.

Council Chambers at City Hall, One South Huron St.

Huron Street / I-94 Bridge Crossing Study

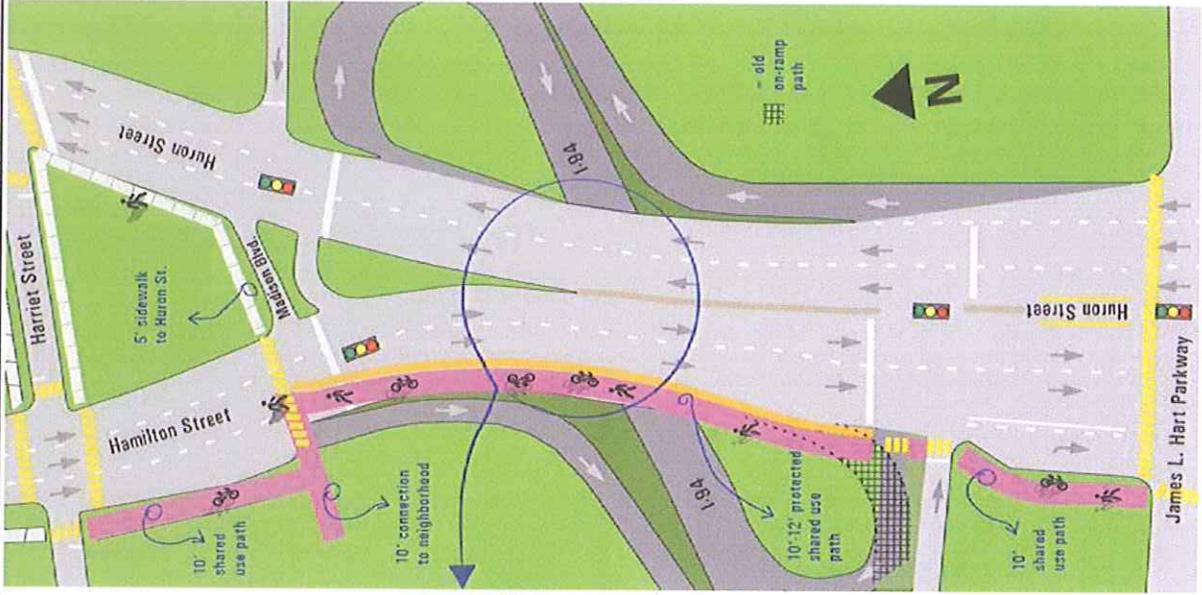
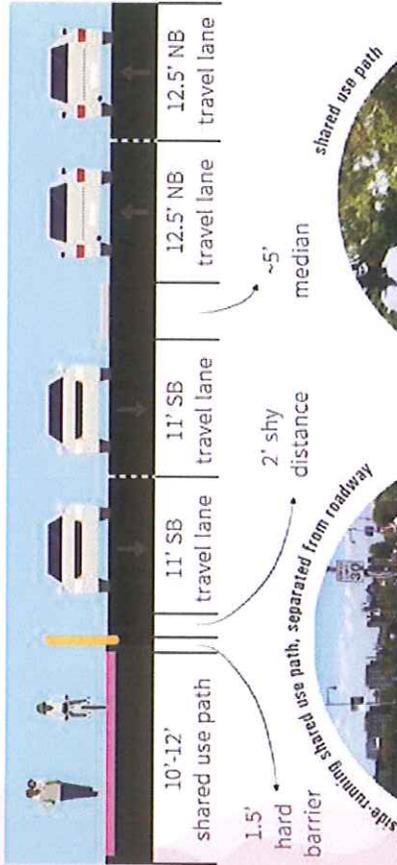
Alternative 1

Shared Use Path on West Side

Key Improvements

- 10'-12' shared use path
- Hard barrier on outside of path
- Pedestrian signals
- Reconfigured southwest on-ramp
- Better sidewalk connections

Cross section at center of bridge



Washtenaw Area
Transportation Study
miwats.org



STATE OF MICHIGAN
OFFICE OF COMMUNITY &
ECONOMIC DEVELOPMENT

