



Memorandum

To: Mayor Schreiber and City Council Members

From: *Ralph A. Lange, City Manager*

Date: January 25, 2013

Subject: Council Information Letter

GENERAL INFORMATION –

Planning Department - Ms. Gillotti reported on the following issues:

Our Town Grant– National Endowment for the Arts

City of Ypsilanti is included as a co-applicant with the Ypsilanti Heritage Foundation, Ypsilanti Historical Society and Eastern Michigan Foundation for an approximately \$50,000 grant to develop and produce through EMU multi-disciplinary course a series of walking tours including historic architecture, automotive history, entrepreneurship, cultural and music events and others. The difference is that these tours will be available as podcasts through mobile devices, or on devices that can be checked out of the Ypsilanti Heritage museum for visitors. Other components in the grant include signage, marketing materials and development of a web platform so the project can be built on over time. Grant administration will be through the EMU Foundation, and city staff will serve on a project team if the grant is awarded.

Food ordinance revision

Staff continues to work on these changes with the City Attorney, and is reschedule a public hearing for the Feb. 19 City Council meeting.

Family Dollar update

Work is continuing on negotiation of a purchase agreement as well as a few changes to the concept site plan. If City Council members have any specific feedback on the design/layout/or scope of this project, please send it to Teresa within the next week. The purchase agreement is expected to be presented to council at the first meeting in March.

Reimagine Washtenaw - studies underway

- Corridor right-of-way study and transit design study is underway as part of the County's Community Challenge grant.
- Transportation Demand Management technical assistance program is underway, as conducted by Smart Growth America and Nelson Nygard. This project includes consideration of transportation alternatives and strategies for Eastern Michigan University and Washtenaw Community College

- Transit Signal Priority Initiatives is scheduled for 2014, to assist with more efficient and on-time transit performance.

Code enforcement presentation/ordinance revisions

Staff is working on a presentation to council including a report on the AHB since its inception, goals for 2013 and changes expected with parking enforcement moving to Community Development. Staff is interested in hearing from individual council members as to their priorities in the next week or too. Please send these comments to Teresa Gillotti and Frank Daniels at tgillotti@cityofypsilanti.com and fdanielsjr@cityofypsilanti.com.

The Funders' Network for Smart Growth and Livable Communities Local Sustainability Matching Fund Grant Application

The City applied for additional funds for the Live Ypsi program last year, but did not receive this grant. However, the Live Ypsi program has received additional funding from EMU and the Eastern Leaders Group for 2013.

Thompson Block

Staff is following up with the owners regarding the next steps for the project both on the redevelopment and compliance side. A meeting is expected in February.

Department of Public Services - Following is an update from Mr. Kirton:

DTE Community Lighting- Met with Jeff LeBrun and Tim Miller with DTE Community Lighting Division to discuss two new programs that DTE is rolling out this year. The first program is the Series Circuit Conversion Program, which entails replacing the series circuit. This program will be done at no labor cost to the City. DTE will replace 29 – 400 Watt Mercury Vapor (MV) Lights and 7 – 250 Watt Mercury Vapor Lights to High Pressure Sodium (HPS) Lights at no cost to the City. DTE has offered an option for the City to upgrade the HPS lights to LED lights for the up cost of the LED light fixtures from the HPS lights fixtures. The estimated cost for this upgrade to LED lights is approximately \$360/light fixture less the DTE rebate of approximately \$122/light fixture. Rate of return (ROI) will be determined when the numbers are finalized. Mr. Kirton anticipates the ROI to be a short period due to the number of 400 Watt MV that will be eliminated with this program.

The second program is the Mercury Vapor Conversion Program, which also pays for the labor to convert MV lights to HPS or LED light fixtures. DTE has offered to convert 224 MV lights ; 162- 175 Watt MV to 67 Watt LED; 45 – 250 Watt MV to 131 Watt or 67 Watt LED; 11- 400 Watt MV to 135 Watt LED. The approximate cost to the City for the LED conversions is \$61,000 less the DTE rebates.

If the City chooses to participate in both programs, 260 MV lights will be converted to LED for approximately \$75,000 less the DTE rebates of approximately \$20,000, which will bring the total cost to the City down to approximately \$55,000. The 2012-13 FY budget includes \$50,000 for LED streetlight conversions; the balance for the cost of the conversions can be paid for with energy refunds received from DTE or from the Energy Efficiency Revolving Fund. Please keep in mind that these costs figures are preliminary, final numbers and an agreement with DTE will be brought to council. Participation in these programs will eliminate all MV lights east of Huron Street.

Grove Road – The program application was submitted to MDOT of January 7th, 2013. Mr. Kirton is anticipating a June 7, 2013, bid letting by MDOT, which will necessitate a Grade Inspection (GI) prior to February 22, 2013. After the Planning Commission review of the project, additional sidewalk and drive approach work will be added and will include a slight realignment of the road. During the January 14, 2013 Federal Aid Committee meeting, additional funding from the National Highway Performance Program (NHPP) in the amount of \$393,000 became available to the region. The City was able to secure an additional \$100,000 for the Grove Road Project. This additional funding will fund the recommendations

made by the Planning Commission for this project. OHM will be providing a follow-up presentation to City Council at its Feb. 5 meeting providing an update on the design, the Capital Improvements recommendations by the Planning Commission as well as timeline for the project.

Finance Department - Ms. Uy reported that Finance was instrumental in getting the new AFSCME group set up for MERS retirement (retro to July 1, 2010), the new non-union group for MERS retirement, and for implementing the Health Care Savings plan that replaces retiree health care for AFSCME (retro to July 1, 2010) and non-union new hires.

The Comprehensive Annual Financial Report for FYE June 30, 2012 was published by our auditor and submitted to GFOA for the Certificate of Excellence program.

W-2s and 1099Rs were mailed before the Holiday break.

Proposals were solicited and four were received for the OPEB actuarial valuation as of December 31, 2012. Our recommendation will be presented to City Council for approval at the February 5, 2013 meeting. Proposals were solicited and seven were received for performance of the audit of the City's financial statements. We were very pleased with the services of Rehmann Robson; however the City Charter requires that we change firms every five years. We will review these proposals and present our recommendation to City Council for approval.

Human Resources Department - Interviews for the Deputy Clerk were held on Thursday, January 24, 2013. We received over 120 applications for this position. Interviews for two internal applicants for Fire Chief were held on Friday, January 25, 2013. We are accepting applications for the Assistant to the City Manager with a closing date of Friday, January 25, 2013. To date, we have received 160 applications and counting. We also posted for a School Crossing Guard. This posting will also close on the 25th.

HR sent out Summary of Benefits to all employees who currently take Health Care. The deadline was January 14th in order to comply with the Affordable Care Act.

POAM negotiations are going before Council for their approval before it moves on to the union.

Police Department - Chief Walker stated that the newly appointed Deputy Chief of Police, Anthony DeGiusti, will be starting February 18, 2013. She also added that a new officer, Stephen Koren, joined the department on January 7, 2013. With 25 sworn personnel and 4 civilians, the Police Department handled 19,131 calls for service for 2012.

Chief Walker provided the following crime statistics for the month of December, 2012:

	<u>12/2010</u>	<u>12/2011</u>	<u>12/2012</u>
Robberies	7	1	2
Assaults	35	29	28
Burglaries	37	29	31
LFA's	16	9	11

