



Memorandum

To: Mayor Edmonds and City Council Members
Ralph A. Lange

From: Ralph A. Lange, City Manager

Date: May 31, 2016

Subject: Council Information Letter

City Manager's Office

Marketing Updates

- The Water Street Fact Sheet has been completed and distributed. Copies have now been supplied for several events and the City Manager has attended several events with copies.
- The Water Street Survey currently has 88 responses. The survey will end this week.
- The fact sheet and survey can be accessed from the City's homepage, or go to www.cityofypsilanti.com/millage.
- The Spring/Summer newsletter is complete and will go to print this week.

Special Events

- We met with Ypsilanti Arbor American Little League to begin negotiating their contract for youth recreational services.
- Working with legal to renew YMCA's youth recreational services contract.
- The Color Run's Pre-Event meeting was June 1. Staff met at CVB with representatives from EMU police, and AATA. They will be sending us an electronic copy of their marketing materials (that includes the run route) so that we can post it on our sites as well.

IT Services Update

- The committee met with Washtenaw County on May 25 and received their renewal proposal with a substantial increase. We expressed that we are not willing to pay such a high increase. They said they would speak with their board and follow up. We are still waiting to hear back from them.
- The committee thinks it is in the City's best interest to test the market pricing. We are gathering pre-bid information and will make plans to do an RFP.

- In the meantime, we will prepare a contract extension with the County for up to a year.
- We will continue to use Rehmann Robson for technical matters and assisting with our RFP process.

City Clerk/Treasurer's Office

- Sending out notification for Ward 1 Precinct 3 polling place relocation to Second Baptist.
- Met with EMU about possible polling locations on campus for Ward 2 Precinct 4 and Ward 3 Precinct 1.
- Online and Phone payments are now available for parking tickets.
- Preparing for August election.

Department of Public Services

- LED Conversions. Staff continues to search for a cost-effective option for LED Replacement Lights for the Washington Street Parking. Twenty-five four foot conversion kits and four surface mount fixtures were delivered and installation of these fixtures in the basement of City Hall has begun. Staff has ordered and received five T-5 High Bay florescent fixtures for the DPS pole barn, installation of these fixtures is still pending. Installation of screw-in LED bulbs for the YFD station roof overhang is complete.
- Sidewalk Ramp Replacement Program. Saladino Construction has completed the installation of ramps at the corners of Emmet and Perrin and College Place. Sidewalk Ramp Replacement Program will continue contingent on funds available.
- Pavement Maintenance. Cold patching continues as needed. Staff is working with MDOT to have the bad asphalt joint on W. Cross Street between Huron and Summit Street possibly milled and paved. No update on this project.
- CDBG - Tot Lots. Staff will bring the contract and authorization to purchase the play equipment to City Council for approval at the June 7th Council Meeting. The new sign for Edith Heffley Tot Lot has been ordered and will be installed by DPS staff upon receipt of the sign.
- Street Sweeping. Staff has begun the second round of sweeping throughout the City.
- Mid-Block Crossing (Washtenaw Ave. East of Oakwood). This project is slated to start the on June 9th, 2016.
- Michigan Avenue Signal Upgrade. MDOT bid letting for this project is scheduled for early June 2016. This project is expected to start sometime in late summer or fall of 2016.
- Tree Removals. DPS staff has removed nine trees in the month of May. Staff has planted 12 trees in May and two trees in April for the Arbor Day Celebration.
- DTE Riverside Park Project. Met with Derrick Sanborn, DTE. Corby Energy Services has completed the installation of the six conduits under the river to a structure they installed and the conduit has been installed to the tie-in structure. The special events schedule was discussed during the meeting and DTE has ensured us that this project will have minimal impact to the scheduled special events. We have a pre-construction meeting scheduled with the contractor on Wednesday, May 4th, 2016.

Department of Community and Economic Development

- Building Healthy Communities Grant (MParks)** - The grant parameters are to administer two programs (Come Out and Play and Walk With Ease) and to make park improvements with a \$24,000 grant. For the first several months we proceeded with a plan to work with Superior Township Park and Recs and pool resources to hire administrators for the programs jointly and work together to get the programs (separately) up and running and split administrative responsibility. Unfortunately, Superior Township is unable to work with us in a formal capacity and we are now regrouping to create and administer the programs on our own. Four temporary part-time summer employees have been hired and are readying the programs for launch. We are partnering with two local churches for program participation.

The COAP program will be held in conjunction with Restoration Family Worship Center summer camp and will be held at Waterworks Park. Attendance just for the COAP will be available to any children 4-12.

The WWE program is being created for morning walkers 55+ at Riverside Park open to anyone. Registration and Sign-up will be through Community Development Office. As far as grant improvements, prices and bids are being obtained for the replacement of the hand rails at the tridge stairs in Riverside and prices are being finalized for the decking replacement of the Waterworks Bridge.

- Community Development Intern.** Valerie Cook, an EMU student in Africology, and a township resident, has started in the Community Development Department.
- Blight Grant Update.** Contractor has been selected and is waiting for utility disconnects. Demolitions should be complete in June.
- Fencing at Water Street.** Bid specs are being prepared by staff to get final quotes for fencing.
- Property Disposition Policy.** The first two sidelots from the program have been assigned and are being prepared for closing.
- Thompson Block.** Staff has met with representatives from 2Mission, the contract purchaser of the Thompson Block. Further meetings are being set up with Brownfield review and MEDC. We are excited for the proposal and look forward to more information coming forward.

Fire Department

Activity Report:

April 2016

May 2016

	<i>April 2016</i>	<i>May 2016</i>
Fire Calls	53	58
EMS Calls	128	127
Inspections	52	38
Non-emergency requests	8	6
Training hours	113	58

Automatic and Mutual Aid Fires:

4/9/2016	829 E. Michigan	YTFD	Motel room fire	Yes	No	5	Fire Attack
4/14/2016	5361 Mc Cauley	STFD	House	No	Yes	NA	Cancelled in route
4/19/2016	874 Davis	YTFD	House	No	Yes	NA	Cancelled in route
4/20/2016	668 Hayes	YTFD	Building fire	Yes	No	5	Fire Attack
4/20/2016	775 James L. Hart	YTFD	Large Dumpster	Yes	No	5	Fire Attack
4/22/2016	109 S. Huron	YFD	Apartment fire	Yes	No	2	Fire Attack
4/24/2016	8080 Pearl In	YTFD	Building Fire	Yes	No	7	Overhaul In service at the scene
4/27/2016	1318 Holmes	YTFD	Building Fire	Yes	No	10	Ventilation
4/27/2016	89 Devonshire	YTFD	Building Fire	No	Yes	NA	Cancelled in route
5/2/2016	726 Cambridge	YFD	House	Yes	No	4	Fire Attack
5/4/2016	1260 Holmes	YTFD	Building Fire	Yes	No	5	Search and rescue
5/6/2016	717 Hawthorn	YTFD	Building Fire	Yes	No	6	Fire Attack
5/17/2016	181 Oregon	YTFD	Building Fire	Yes	No	8	Fire Attack
5/18/2016	2923 Roundtree	YTFD	Kitchen Fire	Yes	No	3	Overhaul In service at the scene
5/24/2016	8486 Barrington	STFD	House Fire	Yes	No	4	Fire attack, overhaul
5/27/2016	427 Villa Drive	YTFD	Kitchen Fire	Yes	No	8	Ventilation
5/29/2016	2131 Golfside	YTFD	Kitchen Fire	No	Yes	9	
5/30/2016	1269 Elmwood	YTFD	Unknown	No	Yes	NA	Cancelled in route

Fiscal Services

- Compiled budget amendments and prepare budget resolutions
- Worked with Bond Attorney and Financial Consultant regarding the 2016 Water Supply & Sewage Disposal System Revenue Refunding Bonds.

Human Resources

Kevin Welch, HR Manager, resigned from his position effective May 10, 2016. He has been working with the City Manager's office to transition the HR Functions to Ericka Savage, Assistant to the City Manager until a permanent replacement has been selected. The City Manager has approved the posting of the position on our website and through the MML. Applications are due on June 13, 2016. Nan Schuette and Kim Jones have been very helpful by agreeing to be back-up resources when needed and to help resolve problems when they come up.

Kevin has agreed to assist the City after his last day on June 9, 2016.

Congratulations to Nan Schuette for winning the stair challenge. She won with 72 Floors.

Police Department

- **Activity Report:**

Following are the statistics for the current period reflected by the past three months with 1 day left in May:

March	April	May
1036 Calls for Service	1096 Calls for Service	1251 Calls for Service
100 Arrests	142 Arrests	130 Arrests
103 Tickets Issued	118 Tickets issued	73 Tickets issued
246 Case Reports Written	277 Case Reports Written	272 Case Reports Written

- Officer Jeremy Taite is preparing to go into Phase 3 of the FTO Program and is performing well. Officer Jamaica Skender, Joseph Kuderko, Justin Taite and Jessica Welker are currently in Phase 1 of the FTO Program and are progressing well. Interviews were conducted on May 3, which resulted in two additional applicants beginning the background portion of the hiring process. Additional interviews will be scheduled soon after a review of current applicants.
- Three college interns have started at the Police Department. One has been tasked with doing the research required to produce the actual data to answer some of the RAW Report allegations. Two other interns are doing a canvass of the entire city and documenting all traffic control devices on a map and by photograph. This will allow for a comprehensive TCO review.
- On May 11, Chief DeGiusti met with Mayor Edmonds, Deborah Shaw, Juvenile Program Manager Washtenaw County Trial Court and Derrick Jackson, Director of Community Engagement WCSO, to discuss Youth Violence and root causes/remedies. YPD signed on as a partner and provided a letter of support to a grant from the Department of Justice called "Comprehensive Anti-gang Strategies and Programs. The grant is not law enforcement specific and deals with social issues and research into the effects of trauma on youth.
- YPD participated in the "Interrupters" initiative on the morning of May 14. Anti-violence information was distributed in the City of Ypsilanti and Ypsilanti Township.
- On May 14, YPD participated in a community event at the Arab American League. The event was to familiarize the community with local law enforcement in the County and for Law Enforcement Leaders to discuss issues effecting Arab Americans both Christian and Muslim.
- On May 18, Chief DeGiusti met with the new Academy Director to discuss more effective and comprehensive in-service training. The focus was on subject matter, cost effectiveness and ease of delivery.

- On May 19, YPD and the Saline Police Department co-hosted the Annual Law Enforcement Memorial Ceremony at Washtenaw 100 park. The event was well attended by law enforcement across the county and was observed by a large group of citizens as well.

On May 21, YPD participated in Ypsi Pride Day. The outside of the Police Department was cleaned up, flowers were planted, hedges trimmed and fresh mulch was laid. Both on and off duty personnel pitched to make this a successful day.

- On May 25, Chief DeGiusti met with the new Library Director, Lisa Hoenig. Several topics were discussed including improving the relationship and information sharing with the police, current issues and concerns and the installation of a "Little Free Library."