



Memorandum

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

From: Ralph A. Lange, City Manager

Date: June 30, 2016

Subject: Council Information Letter

City Manager's Office

Inside Ypsi – Summer 2016 Newsletter Now Available

The summer 2016 newsletter has been printed and distributed. Printed copies are available at City Hall, The Bomber, B-24's Espresso Bar, Bigby, Cultivate Coffee & Taphouse, and Ypsilanti District Library. You can [also view an electronic version of the newsletter](#) on the City's website. We will plan for the next newsletter in September.

Water Street Debt Millage Information

The Water Street Millage fact sheet and FAQs was sent in the July tax bills. Additional information created by the City can be found here...

www.cityofypsilanti.com/millage

www.cityofypsilanti.com/waterstreet

[Water Street Debt Fact Sheet and FAQs](#)

[Inside Ypsi - Summer 2016 Newsletter](#)

Special Events

- The Color Run took place on June 25th without any major incident.
- The Camaro Fest will take place this weekend (June 30-July 3) in Depot Town and Riverside Park. For more information, visit their website. <http://camarosuperfest.com/>.
- Our office worked with the CVB for the Mural launch event at City Hall on June 22nd. It was very well attended and the mural has been well received. Congratulations to local artist, Jermaine Dickerson, on doing a great job. A page for the mural has been added to the City's website in two locations: www.cityofypsilanti.com/cityhallmural and in the photo gallery <http://cityofypsilanti.com/gallery.aspx?AID=2>.

Website and Social Media

- Facebook likes are almost up to 1100! Likes were at about 650 a year ago.
- Assisted Ward 1 with Town Hall flyer and distribution.
- Assisted the Rutherford Pool with updating their webpage.
- Assisted the Retirement Board with updating their webpage.
- Assisted the Senior Center with the Evening of Jazz flyer on the website. The John E. Lawrence Trio will be performing there on July 10th from 5:00 PM to 7:00 PM.
- Promoted the Water Street Millage forum taking place on Thursday, June 30th at EMU, hosted by A2Y Chamber at the League of Women Voters.

Ypsi Connect Quarterly Report

Ypsi Connect launched on November 30, 2015. A complete quarterly report is attached. Totals by Ward are summarized below:

Ypsi Connect (March 1 - June 30 Update)					
GEOGRAPHY	OPENED	ACKNOWLEDGED	CLOSED	DAYS TO ACK.	DAYS TO CLOSE
City of Ypsilanti	172	119	130	6.1	23.8
Council: Ward 1 Precinct 1	5	5	3	3.9	11.1
Council: Ward 1 Precinct 2	27	24	23	3.8	18.6
Council: Ward 1 Precinct 3	26	15	29	3.9	36.2
Ward 1 Totals	58	44	55	11.6	65.9
Council: Ward 2 Precinct 1	3	4	5	7.7	47.9
Council: Ward 2 Precinct 2	7	4	5	3.2	13.2
Council: Ward 2 Precinct 3	14	9	7	11.5	7.5
Council: Ward 2 Precinct 4	2	2	0	2.9	0
Ward 2 Totals	26	19	17	25.3	68.6
Council: Ward 3 Precinct 1	13	6	7	9.5	8.5
Council: Ward 3 Precinct 2	21	14	17	8.2	12.2
Council: Ward 3 Precinct 3	54	36	34	6.3	28.1
Ward 3 Totals	88	56	58	24	48.8

Simple Recycling Report

The City partnered with Simple Recycling beginning in October 2015. The City receives on penny per pound of home goods recycled. Current totals are below.

Simple Recycling Billing	
Month	Amount Paid
Oct-16	\$93.07
Nov-16	\$52.14
Dec-16	\$52.14
Jan-16	\$52.46
Feb-16	\$31.72
Mar-16	\$33.62
Apr-16	\$43.63
May-16	\$40.64
Total	\$399.42

City Clerk/Treasurer's Office

- E.M.U. has approved the use of the Honors College at 511 W. Forest as a polling place for (Ward 2, Precinct 4) and (Ward 3, Precinct 1), in order to create a student polling place. On election days, the Honors College parking lot will be utilized for parking and has ample handicap spaces and accessibility. City meters on Perrin will be bagged to allow on-street parking. A draft agreement has been written, and agreed upon, by both parties and a resolution is forthcoming to Council. If approved, this location will go into effect for the November 2016 general election.
- Residents of (Ward 1, Precinct 3) have been noticed by mail of the polling location change from Perry School to Second Baptist Church
- The polling location for (Ward 3, Precinct 2) will change its name from Adams Elementary to Ypsilanti International Elementary School effective immediately. Residents will be informed through the city's website and social media.
- The mass mailing of AV Ballots for the August 2nd Election will be mailed June 29th. To date, there are 436 requests for AV ballots.
- The deadline to register for the August 2nd Primary Election is July 5th. July 30th at 2:00 p.m. is the last day to submit a request for AV ballot by mail. The Clerk's Office is open on Saturday, July 30th from 8:00 a.m. to 2:00 p.m. to receive requests for AV ballots and to issue ballots. Electors may obtain an AV ballot and vote in person in the clerk's office up to August 1st by 4:00 p.m.
- Tax bills will be mailed on June 30th and will include a Water Street Fact sheet regarding the August 2nd millage proposal.
- City Council has been registered to participate in the July 4th parade. The City Clerk will communicate to Council the line-up in the processional once it is received from the Jaycees.
- As requested by City Council, updated reports on Parking System collections and the Administrative Hearings Bureau were emailed to City Council last week.
- The deadline to register for the November 8th General Election is October 11th.

Department of Public Services

- LED Conversions. Staff continues to search for a cost-effective option for LED Replacement Lights for the Washington Street Parking. Installation in the basement of City Hall of twenty-five four foot conversion kits and four surface mount fixtures 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.
- 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. Asphalt capping of distressed asphalt was completed on June 29th in various locations throughout the City. Locations included Monroe Street between Perry and First Ave., First Ave. between Fredrick and Michigan Ave., Cornell @Huron River Drive Intersection and Washington Street between Michigan Ave. and Pearl Street.
- CDBG –Tot Lots. The agreement between the WCOCD and the City was approved by Council during the June 7th Council Meeting. We have received the new sign for Edith Heffley Tot Lot and DPS staff will install the sign as the schedule permits.
- Street Sweeping. Staff has begun the second round of sweeping throughout the City.
- Mid-Block Crossing (Washtenaw Ave. East of Oakwood). This project started on June 13th, 2016. To date, the bases for the new mast arms have been installed and the sidewalk on the south side of Washtenaw has been re-configured to match the new crossing. Work is scheduled to resume after the July fourth holiday. Work remaining includes; removal of the existing island, installation of the new island, installing the new mast arms and the new signal heads.
- Michigan Avenue Signal Upgrade. MDOT bid letting for this project is scheduled for early August 2016. This project is expected to start sometime in late fall of 2016.
- Tree Removals. DPS staff has removed 11 trees in the month of June.
- DTE Riverside Park Project. This project is ongoing. DTE is making preparations to connect the new conduit at both structures and to the existing conduit from the substation. This will be followed by reconstruction of their facilities on the east side of the river in the church parking lot, followed by pulling the new power cable through the conduit to the substation. The temporary poles located in the park should be removed by mid-August at the latest.

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.

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. We have had low attendance for the first two sessions; however participants are very happy with the program.

The COAP program has had excellent attendance. The program leaders and staff are still working out new details and encountering more surprises than expected. 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.

- **Blight Grant Update.** Contracts have been awarded and all disconnects should be completed by the end of June. Exact dates for demolition should be available by next week.
- **Fencing at Water Street.** Staff expects to award a contract at the next council meeting and have a date for install at that time.
- **Property Disposition Policy.** The first four side lots have been sold and the properties added to the tax base. Additionally, eight more single family properties will be sold by the end of July. This program has been very successful and the intent is to encourage NEZ candidates to apply as soon as possible for additions and new builds.
- **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. The due diligence process continues with the state and property documents. Progress with be forthcoming.
- **Michigan Avenue HAWK crossing.** Bids have been received by MDOT and they are preparing for a contract and pre-bid conference the second week in July with late summer start date for construction.
- **Freighthouse.** Construction continues at the Freighthouse. There are still several small punch list items to be clarified and actions to be completed. At this point an August completion date is anticipated.

Fire Department

- No report for the month of May.

Fiscal Services

- Worked with Bond Counsel, Financial Advisor, and Underwriter in updating the preliminary official statement of the Water Supply and Sewage Disposal System (WS&SDS) Revenue Refunding Bonds Series 2016.
- Worked with Moody's Investors in rating the 2016 WS&SDS Revenue Bonds Series 2016. Received Moody's A1 rating on this bond.
<http://cityofypsilanti.com/ArchiveCenter/ViewFile/Item/391>
- Summarized the budget changes and adjusted the revenues and expenses of the affected funds
- Start compiling the budget book for printing and for submission to GFOA Distinguished Budget Presentation Award Program.

Human Resources

Retirements

- John Roe, Fire Department – last day is July 1. We would like to thank John Roe for his 30 years of dedicated service to the City. We wish him well in his retirement!

New Hires

- Asia Bennett, City Clerk Intern, City Clerk's Office
- Trische Duckworth, Recreational Aide, Parkridge Center
- Jorden Ratliff, Police Department (in process)
- Seasonal – several workers have been hired for the summer for Rutherford pool, Walk with Ease, and Come out and Play.

Resignations

- Kevin Welch, Human Resources – last day was June 9. He accepted a job with YCUA as Human Resources Director
- James Smith, Police Department – last day is July 10. He accepted a job with Grand Rapids Police Department as a Police Officer

Police Department

- **Activity Report:**

Following are the statistics for the current period reflected by the past three months with 7 days remaining in May:

April	May	June
1095 Calls for Service	1284 Calls for Service	853 Calls for Service
142 Arrests	145 Arrests	90 Arrests
118 Tickets Issued	104 Tickets issued	73 Tickets issued
278 Case Reports Written	284 Case Reports Written	102 Case Reports Written

- Officer Jeremy Taite is into Phase 3 of the FTO Program and is performing well. Officer Jamaica Skender, Joseph Kuderko, Justin Taite and Jessica Welker have all been passed on to Phase 2 of the FTO Program and are progressing well. One applicant was tendered a Conditional Offer of Employment and is currently completing the last steps in the testing process. Two other applicants are still in the Background Investigation process.
- On 6/2, the Police Department attended the closing meeting/reception for the YCS@Work program. The department hosted two high school students who are interested in a law enforcement career. Superintendent Edmondson advised that both students spoke highly of their experience at the department and that the program further solidified their interest in this line of work.

In the evening of 6/2 YPD, the WCSO, Pittsfield TWSP Police, as well as elected officials, local clergy and members of the public attended the second Faith Leaders Forum at Brown Chapel in Ypsilanti. Below were the topics that were covered as well as some questions posed by the attendees:

1. The use of force guidelines in our city/county police departments;
2. Citizen oversight of our police departments;
3. The mandatory training of all police officers in such areas as implicit bias, interacting with mental illness issues and how to de-escalate situations that have the potential to become violent so that the priority is always to protect lives.

- On 6/4 four members of the YPD participated in the National Patrol Rifle Competition. The training is based on real life scenarios that have been studied from across the country and is a very challenging, all day event. The experience of the training showed areas that can be improved upon in our own program and will be shared with the training officers.
- On 6/6 members of the Police Department joined other city departments in having lunch with the Seniors at the Senior Center.
- On 6/10 YPD and EMUPD met with a group concerned about safety in the area of Cross Street near Campus. Many areas were discussed as well as some possible program to augment security in the area. Tenant screening and shared information amongst landlords was discussed.
- On 6/15 YPD attended a prayer vigil at St Luke's Episcopal Church in honor of the victims of the tragedy in Orlando, Florida.
- The week of 6/20 was Gun Safety week. YPD joined the other law enforcement departments in Washtenaw County at a Monday morning press conference to spread awareness, passing out free gun locks and literature on the proper handling and safe storage of firearms. On 6/20 YPD Lt. Gress participated in a presentation on local government at City Hall to a group of youth in a YCS Summer Program.
- On 6/25, the Color Run will once again be in the City of Ypsilanti.
- During the month, Chief DeGiusti submitted the following grant applications:
 - 2016 COPS Hiring Grant
 - 2016 COPS Office Community Policing Development Grant
 - 2016 DOJ Byrne Memorial Grant



Ypsi Connect

Between Nov 30, 2015 and Jun 30, 2016

310 issues were opened

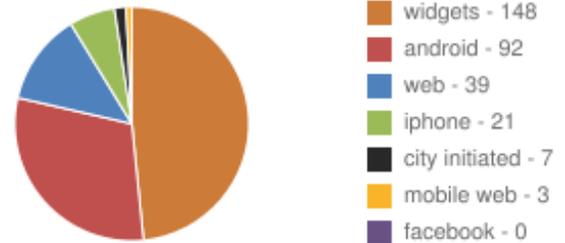
210 issues were acknowledged

212 issues were closed

The average time to acknowledge was 5.7 days.

The average time to close was 19.9 days.

Issues by Source



SERVICE REQUEST TYPE	OPENED	ACKNOWLEDGED	CLOSED	DAYS TO ACK.	DAYS TO CLOSE
Snow Removal (Commercial/Residential /Sidewalks)	31	29	31	1.0	5.0
Litter	35	30	23	6.1	39.2
Street Conditions	28	14	21	3.9	13.6
Graffiti	21	16	10	3.7	39.2
Parking Complaints	16	14	9	7.7	13.9
Weeds	15	11	13	2.5	14.8
Other	14	10	14	7.4	34.6
Sidewalks	17	12	5	7.5	46.9
Pothole	16	7	10	5.7	9.8
Park Maintenance	13	8	10	4.9	17.4
Street Lights	14	3	11	3.2	6.5
Dangerous Buildings	12	10	5	14.8	38.0
Noise Complaints	11	7	7	8.5	18.0
Tree Conditions	12	6	7	11.1	8.5
Vehicles in the Yard	11	6	6	9.8	50.9
Public Facilities	9	7	5	6.1	9.2
Illegal Dumping	7	6	4	4.9	45.3
Trash Pickup	7	0	7	0.0	6.7

Zoning Violations	4	3	3	1.6	0.4
Abandoned vehicles in street	3	3	3	1.6	15.6
Historic District Violations	3	2	2	13.9	5.5
Animal Control	2	2	1	11.4	16.9
Board Ups	3	0	2	0.0	9.8
Rental Housing	2	2	1	5.0	21.1
DPS Work Order (Staff Use Only)	1	1	1	0.0	34.0
Fire Code Violations	2	0	1	0.0	0.8
Snow Plowing (Major & Local Streets)	1	1	0	6.4	0.0
Assessing/Property Valuation	0	0	0	0.0	0.0
Fire Hydrant Issues	0	0	0	0.0	0.0
Peddlers and solicitors	0	0	0	0.0	0.0
Property Taxes	0	0	0	0.0	0.0
Voter Registration Card Not Received	0	0	0	0.0	0.0

GEOGRAPHY	OPENED	ACKNOWLEDGED	CLOSED	DAYS TO ACK.	DAYS TO CLOSE
City of Ypsilanti	310	210	212	5.7	19.9
Council: Ward 1 Precinct 1	6	5	4	3.9	8.5
Council: Ward 1 Precinct 2	38	31	29	5.5	18.1
Council: Ward 1 Precinct 3	65	46	46	4.8	29.1
Council: Ward 2 Precinct 1	8	5	6	6.2	40.4
Council: Ward 2 Precinct 2	12	8	9	1.8	11.9
Council: Ward 2 Precinct 3	23	13	16	12.1	12.0
Council: Ward 2 Precinct 4	2	2	0	2.9	0.0
Council: Ward 3 Precinct 1	20	9	13	7.3	6.7

Council: Ward 3 Precinct 2	31	19	23	6.5	10.6
Council: Ward 3 Precinct 3	104	71	65	5.5	21.9
DDA: Depot Town District	33	25	20	6.8	35.1
DDA: Downtown District	61	46	38	5.1	22.5
DDA: Water Street District	6	2	2	3.5	6.2
DDA: West Cross District	13	8	11	2.4	11.8
DPS Service Area 1 - Monday trash pickup	21	14	15	4.5	16.7
DPS Service Area 2 - Tuesday trash pickup	111	79	72	6.6	18.5
DPS Service Area 3 - Wednesday trash pickup	87	61	58	4.4	26.0
DPS Service Area 4 - Thursday trash pickup	75	47	52	6.3	16.0
DPS Service Area 5 - Friday trash pickup	16	11	13	5.3	21.5
Historic District - Becker- Stacklewitz House	0	0	0	0.0	0.0
Historic District - Brown Chapel AME and First Ward School	0	0	0	0.0	0.0
Historic District - Main Body	152	106	101	5.6	23.9
Historic District - Starkweather House	0	0	0	0.0	0.0
Historic District - Water Tower	0	0	0	0.0	0.0