



Memorandum

To: Mayor Edmonds and City Council Members

From: Darwin McClary, City Manager

Date: August 29, 2017

Subject: Council Information Letter

City Manager's Office

Simple Recycling Report

The City partnered with Simple Recycling beginning in October 2015. The City receives one penny per pound of home goods recycled. Total received from October 2015 thru September 2016 was \$591.65. Current total is listed below.

| Simple Recycling Billing | |
|--------------------------|-----------------|
| Month | Amount Paid |
| Oct-16 | \$35.14 |
| Nov -16 | \$38.35 |
| Dec-16 | \$34.57 |
| Jan - 17 | \$59.05 |
| Feb - 17 | \$45.84 |
| Mar - 17 | \$40.24 |
| Apr - 17 | \$43.67 |
| May - 17 | \$40.48 |
| June - 17 | \$32.24 |
| | |
| Total | \$369.58 |

- **Health insurance premiums to increase substantially.** The city has received the renewal health insurance premium rates for the current programs. The premium rates will be increasing on average 32.5% on January 1, 2018, unless the city changes to an alternative health insurance program. This increase has a substantial impact on the city's budget, with the costs representing a \$376,931 increase (\$301,545 to the city, \$75,386.20 to employees). This does not include any changes to the prescription drug program. The city is currently engaged in negotiations with all of its unions regarding health care programs and other issues.
- **Peninsular Dam Removal Study Project.** The city is currently working with the Huron River Watershed Council (HRWC) to prepare (1) a proposed cooperative agreement for the city and HRWC to undertake the Peninsular Dam Removal Study and (2) to prepare the final scope of work for the Peninsular Dam Removal Study Project. The study was authorized by council a few months ago, and council approved an allocation of \$20,000 in General Fund reserves for the project. HRWC will cover the remaining costs. The cooperative agreement and final proposed scope of work will be presented to council for discussion and approval, most likely in September. The engagement of key stakeholders, especially affected property owners, in developing the final scope of work will be key to the success of this study.
- **Cross Street two way configuration.** The City Manager has met with key intergovernmental partners to discuss the potential for the reconfiguration of Cross Street from one-way to two-way configuration. We are reviewing previous studies and plans that were completed and determining next steps. Once the City Manager has all appropriate information together, the information will be presented to council for a determination on whether or not to move forward with further study.
- **Rail Station Platform Project.** The City Manager has met with key intergovernmental partners to continue work on the Depot Town rail station platform project. Information is being gathered on the work already completed on this project, and council will be asked to discuss and approve further work on this project once key tasks and other information are prepared.

City Clerk/Treasurer's Office

- Renewal of parking permits began earlier this year, August 4th instead of August August 21st.
- August 8th election was canvassed and certified on August 16th.
- Old voting equipment has been taken away. We expect to receive new equipment by the week of September 25th if not sooner.

Department of Public Services

- **LED Conversions.** Current project includes adding LED fixtures to the DPS salt barn and eastside storage bays. Staff continues to search for a cost-effective option for LED Replacement Lights for the Washington Street Parking.
- **Sidewalk Ramp Replacement Program.** Staff and OHM are in the process of putting a bid packet out for 2017 Metro Act funded sidewalk ramps.
- **Pavement Resurfacing Program.** MDOT let this project on August 4, 2017. Cadillac Asphalt was the apparent low bidder and came in approximately 2.5% over the estimated cost of \$618,200. A preconstruction meeting will be scheduled and conducted. This project is

anticipated to begin mid to late September.

- **W. Cross Mill and Fill Project.** The joint repair on W. Cross from Perrin to Summit Street had been completed.
- **Street Sweeping.** Street Sweeper has completed the third round of sweeping of all city streets.
- **Michigan Avenue Signal Upgrade-MDOT.** Most of the punch list items have been addressed with the exception of the re-taping of the pavement markings that were damaged.
- **Tree Removals.** DPS staff is scheduled to continue July tree removals. Two July trees have been removed to date.
- **DTE Riverside Park Project.** This project is completed. We will be submitting an invoice to DTE for the labor costs to install the pedestals.
- **Catch Basin Repairs.** Approximately 20 catch basins are in need of repair. To date fourteen catch basin repairs have been completed.
- **Traffic Calming.** Portable speed indicator signs have been installed on various streets within the city limit and locations will be changed as location requests continue to come in. Currently, the speed indicator signs are located on WB E. Cross west of Charles; WB E. Forest east of Charles; SB Lowell north of St. Johns; EB W. Cross east of Owendale; and NB Miles north of Garland. Flashing School Signs will be installed in the following locations: 2 @ Prospect and Oak; 2 @ W. Cross and Mansfield; and 1 on Perry Street.
- **Mich Con.** Mich Con gas main renewals on N. Adams, N. Hamilton, Forest Ave. and Huron Streets are substantially complete. DTE has brought in a contractor to begin restoration of the disturbed sidewalk, sidewalk ramps, sidewalk curb and the asphalt repairs.
- **DPS Solar Truck Port Solar Project.** Staff has contacted Dave Strenski to help with this project. The next phase will be soliciting bids for the equipment and labor costs. Dave mentioned possibly using volunteers for the installation.

Department of Community and Economic Development

- **Trail remediation.** The remediation contractor has completed the remove and fill. Currently, final sampling, site inspections, and MDEQ review is underway. It is anticipated to be completed shortly after the Labor Day holiday.
- **First Fridays Ypsilanti.** The next First Friday is on September 1st and it is going to be the Festival of the Honey Bee. This is usually a very well attended event. Closure of North Washington Street has been very well received for the event. As the saying goes, "imitation is the sincerest form of flattery", Kerrytown is launching its own First Friday event series.
- **220 N. Park.** A presentation and purchase agreement will be made at the September 5th council meeting.
- **813 W. Michigan.** Octopharma, located at 813 W. Michigan, has been for sale for a couple of months. Staff is working with a senior low-income housing developer for the possible redevelopment of the property. Several more steps have to be coordinated before the Planning Commission will review the proposal.
- **Dangerous and Vacant Inspection Update:** The list continues to be reviewed and updates will be provided monthly. No Major AHB violations between last update and present.
 - 902 W. Michigan – All back taxes were paid and permit was renewed. Owner was in last week to pick up approved plans and said construction will begin within the next couple of weeks.
 - 15 Kramer – Partial compliance; water was repaired and service was restored. Still no action on chimney – following up through AHB.

- 92 Ecorse – PMC notice sent with no response and two citations issued through AHB. Third citation will be issued with repair order.
- 401 E. Forest – Two tickets and a repair order were issued through AHB with no response. The circuit court notice was sent and demo by neglect process has begun through the HDC. We have received calls from the owner and family members looking to help the owner, but no permit applications have been received. The property owners did not appear at the HDC hearing.
- **On the Ground Ypsi** - #OTGYPSI is up and running. On the Ground Ypsi is a collaboration of many agencies to provide six months of real Ypsi news and information. The newest feature story is linked here: <http://www.secondwavemedia.com/concentrate/features/waterstreethistory0423.aspx> , with many more to come. Please visit the newsroom at Downtown branch of the Ypsilanti District Library on Michigan Avenue to see what the hype is all about and to share some stories with Concentrate Media.
- **Business Update.**
 - New Businesses
 - Downtown – Go Work Cowork, Human Electric Hybrids, Ziggy's, Ypsilanti Oil Company, Be Hair Now, Evenstars Chalice, Shave Kave
 - Depot Town – Brick and Mortar Modern General Store
 - Businesses Closed
 - Depot Town – Babo, Harvest Kitchen
 - Downtown – SMK Vintage

Fire Department

Activity Report:

| | June 2017 | July 2017 | August 2017 |
|------------------------|-----------|-----------|-------------|
| Fire Calls | 66 | 66 | 46 |
| EMS Calls | 122 | 161 | 84 |
| Inspections | 6 | 9 | 6 |
| Non-emergency requests | 0 | 14 | 9 |
| Training hours | 138 | 85.5 | 42 |

Solar:

- We can monitor the energy production of the fire station installation at the link below. <https://monitoringpublic.solaredge.com/solaredge-web/p/site/public?name=Ypsilanti%20Fire%20Station#/layout>
- Because of a recent upgrade in their system, DTE is unable to obtain readings of the fire station smart meter. Consequently we are unable to convert kilowatts production into \$ saving.

Apparatus status:

- Tower 1 is back in service.
- We received reimbursement from MML to fix Engine 3. Both Engine 3 and our new Engine 1 are scheduled for delivery around December 1st.

Increase in overtime:

- Because of two retirements, one person who left the department and another firefighter off on injury, our overtime will sharply increase.

Fiscal Services

- Prepared data and schedules needed by Yeo & Yeo, CPAs during the preliminary Audit
- Compiled, proofread, and send the budget book for printing
- Prepared and filed the Lobby Registration Financial Report Summary
- Continue to prepare all other schedules and data needed for the annual audit on October.

Human Resources

New Hires: None

Separations: Firefighter, Michael Johnson resigned on 8/12/2017 (Full Time)

Retirements: None

Police Department

Activity Report:

Following are the statistics for the current period reflected by the past three months with two (2) days remaining in August:

| June | July | August |
|--------------------------|--------------------------|--------------------------|
| 1288 Calls for Service | 1316 Calls for Service | 1087 Calls for Service |
| 113 Arrests | 106 Arrests | 80 Arrests |
| 184 Tickets Issued | 155 Tickets issued | 97 Tickets issued |
| 220 Case Reports Written | 244 Case Reports Written | 237 Case Reports Written |

Personnel:

- Officer Mullender is still covering from back surgery but making progress. Return date is still uncertain. Officer Brown has returned from his Military Deployment and is assigned to the patrol division. One officer continues to be restricted to light duty. Jason Cyrbok was promoted to Lieutenant and is assigned to night shift. Two candidates were moved forward to the Background Phase of the process; one has been eliminated for failing to disclose information.

- MACP Accreditation: The required software has been installed and training on the software and processing has begun.
- The Police Department applied for the 2017 DOJ Byrne Grant and started the process to meet all of the requirements for eligibility. The funding will be applied to replacement of the in-car computers.
- On August 11th Chief DeGiusti met with the Cell Group at Spark East to discuss a recent incident that occurred at Red Rock (EDP with a knife) and suggestions for security at the facility.
- On August 17th Chief DeGiusti attended the DDA meeting to discuss the status of the Police Department and issues in the DDA district.
- August 25, 26, 27 the annual Heritage Festival was well attended with no serious incidents to report. A debriefing meeting will be conducted to make suggestions for improvements for next year.
- On August 26th the annual Parkridge/Joe Dulan Festival was held and was well attended. No issues were reported.

Mark your calendars. The Police Department/COPAC will be having the annual Open House on September 16th. Demonstrations, YPD kid swag and food will be provided.