



---

## Memorandum

To: Mayor Edmonds and City Council Members

From: Darwin McClary, City Manager

Date: November 30, 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 2016 thru September 2017 was \$462.99.

Simple Recycling Billing	
Month	Amount Paid
Oct-2017	\$54.00
<b>Total</b>	<b>\$ 54.00</b>

### City Clerk/Treasurer's Office

- Finalizing the new MMFLA applications, which will be mailed December 1st.
- Winter 2017 tax bills will be mailed November 30, 2017.

### Department of Public Services

- **LED Conversions.** Staff continues to search for a cost-effective option for LED Replacement Lights for the Washington Street Parking.

- **Sidewalk Ramp Replacement Program**  
2017 Metro Act funded sidewalk ramp contract was awarded to Saladino Construction. The work started on Wednesday, October 25<sup>th</sup>. To this date, the intersections of Mansfield and Kingwood, Mansfield and Witmire and Mansfield and Roosevelt have been completed. Substantial completion date is December 15<sup>th</sup>, 2017.
- **Pavement Resurfacing Program**  
The 2017 Major Street Resurfacing Program is substantially complete. Additional pavement markings will be completed in spring of 2018. A preliminary punch list has been generated and the punch list items have begun to be addressed. The traffic control devices at all of the project sites are scheduled to be picked up by Friday, December 1<sup>st</sup>.
- **Street Sweeping**  
Street Sweeper is sweeping Area Four as the weather permits. Street sweeping will continue as long as the weather permits.
- **Tree Removals**  
DPS staff removed four trees in November. Fifteen stumps were removed in October.
- **DTE Riverside Park Project**  
This project is completed. Staff has submitted an invoice to DTE for the labor costs to install the pedestals.
- **Catch Basin Cleaning**  
Catch basin cleaning has begun in Area Two and will continue weather permitting.
- **Traffic Calming**  
Portable speed indicators 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 NB Normal between Congress and Michigan Ave., WB Cross Street (Depot Town) Ave. between N. River and Rice Street, WB and EB Michigan between the Fire Station and Ainsworth.
- **Mich Con**  
Mich Con gas main renewals on N. Adams, N. Hamilton, Forest Ave., Huron Street, Frederick and First Ave. are substantially complete. DTE has brought in a contractor to install pavement markings. The traffic loop repair at Huron and Forest is still pending and is scheduled to be repaired on Friday, December 1, 2017.
- **DPS Solar Truck Port Solar Project**  
Dave Strenski just sent Director Kirton a proposal today (October 30<sup>th</sup>) to use Chart House Energy investment Fund LLC to lease solar equipment for six (6) years. Staff and I will review the proposal. Staff will also contact SEMREO to see if the City would be able to piggy back on an existing solar panel quote.
- **Penn Park**  
The hole in the roof of the pavilion has been repaired and the roof was re-shingled. The roof on the small storage shed in Prospect Park will be replaced with a metal roof, the contractor is waiting on delivery of the metal roof.
- **UST Replacement at YFD/PD**  
his project is slated to start Wednesday, December 6, 2017. The contractor is waiting delivery of the USTs.
- **N. Washington**  
The pedestrian/decorative lighting on N. Washington Street is under repair. New wire has been pulled underground and the next step will be to retrofit the existing interior fixtures to fixtures that are compatible to LED bulbs.

## Department of Community and Economic Development

- **Trail remediation**  
The remediation contractor has completed the remove and fill. We have submitted all of our documentation to MDEQ and need to make some clarifications and additional responses in order to receive our certificate of completion/compliance. The remainder of the fence has been installed.
- **First Fridays Ypsilanti**  
The last FFY of the season will be on Friday December 1<sup>st</sup>.
- **220 N. Park**  
The purchase agreement was approved at the November 19, 2017 Council meeting. The developer, Norfolk Homes, will be providing the first draft of a development agreement and a working session needs to be scheduled with Council to discuss the development agreement and benefits to be negotiated within the process.
- **307 N. River Road**  
Cultivate Coffee and Tap House has been issued a citation for creating illegal parking and failure to get site plan approval. Staff worked with business owners to get a site plan submitted and reached a point of no cooperation. A timeline for engineering submission and approval was established and a progress report to AHB is required in March.
- **On the Ground Ypsi**  
#OTGYPSI has continued to provide coverage of local issues and items of interest. 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/default.aspx>.
- **Business Update.**  
Businesses Closing  
Madd Gear – 216 W. Michigan  
New Businesses  
Veg-O-Rama – 533 W. Cross - <https://www.facebook.com/VegoramaYpsi/>  
Paint and Pour – 5 S. Washington - <http://thepaintandpour.com/>  
Sizzles – 10 N. Adams - <https://www.facebook.com/Sizzlesone/>
- **Ozone House/Huron and Superior**  
The Purchase Agreement with Ozone House expires on December 17<sup>th</sup>. We have not yet received any further information; last contact with representatives indicated soil testing was still being performed in October. More information will be made available when it is received.
- **Scheduling Bell Kramer Testing**  
Staff, with consultant AKT Peerless, completed the testing for the second quarter soil monitoring in the Bell Kramer neighborhood on 11/21/17. Results will be made available as soon as they are received.
- **Big Solar News**  
In addition to being named a SolStar Gold community, the City of Ypsilanti received SolSmart special recognition for Community Engagement and Planning, Zoning, and Development for our efforts with promotion of solar energy. Special thanks to Dave Strenski from SolarYpsi for completing all of the information and training necessary to achieve this recognition.

- Big Bicycling News**  
 The City of Ypsilanti has been designated 2017 Bicycle Friendly Community – Bronze Level. A press release will go out by December 1<sup>st</sup>. This is the first time Ypsilanti has been named. Special recognition goes to the Non-motorized Committee and Bonnie Wessler for completing all of the required paperwork for designation.

**Fire Department**

**Activity Report:**

	September 2017	October 2017	November 2017 (up to 11/20)
Fire Calls	74	86	43
EMS Calls	142	129	92
Inspections	7	13	9
Non-emergency requests	4	13	4
Training hours	91	63.5	35.3

- SAFER Grant and Staffing:**  
 Unfortunately, the City was not selected as a SAFER grant recipient this year. Our staffing is back to as it was in 2013. Furthermore, one firefighter is out on workers comp for a long duration. As a result, this leaves two shifts with only five personnel and one with four personnel. Mostly due to the implementation of the Automatic Mutual Aid, the number of structure fires we are responding to nearly doubled compared to year 2013. The situation is extremely critical.
- Fire Apparatus Update:**  
 Engine 3 repairs are complete. Approval from City Council is needed to process the payment of \$185,850 to Spartan Motors USA, Inc. DBA Spartan ER.
- Eligibility list:**  
 Only 12 candidates have submitted a complete application. Interviews will be scheduled in December.

**Fiscal Services**

- Compiled data for the Fire & Police pension active members for the annual actuarial valuation.
- Amended and finalized the Comprehensive Annual Financial Report draft for FY 2016-17. The CAFR will be presented to Council on 12/5/2017.
- Completed and submitted the Financial Data Analytic Tool Reimbursement Request of \$4,472.78 to the State of Michigan, Department of Treasury. They will reimburse all local units 50% of the amount requested. The requested amount was for the licensing agreement with Munetrix, the State of Michigan approved data analytic tool vendor that will provide the CVTRS reports for submission to the State of Michigan.

- Completed and filed to the State of Michigan the City, Village, and Township Revenue Sharing (CVTRS) report that is due on 12/1/2017. This report would qualify the City to receive the full CVTRS payment of \$2.5 Million.
- Completed and submitted to the State of Michigan, Department of Licensing & Regulatory Affairs the Municipal Fire Protection Questionnaire for calculating FY 2017/2018 payments to Cities, Townships, and Villages as authorized by PA 289 of 1977. The projected revenue amount to be received is \$405,000.
- Attended the Harassment/Discrimination Training for Managers through MML at YCUA office.
- Attended the AFSCME, COAM, and POAM Collective Bargaining meetings.

### Human Resources

- **New Hires:**

School Crossing Guard, Rachel Schmidt Frierson, 11/2/2017 (Part Time/On Call)

### Police Department

#### Activity Report:

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

September	October	November
1380 Calls for Service	1315 Calls for Service	1038 Calls for Service
58 Arrests	40 Arrests	47 Arrests
132 Tickets Issued	110 Tickets issued	106 Tickets issued
229 Case Reports Written	208 Case Reports Written	165 Case Reports Written

#### Personnel:

- Officer Mullender is still assigned to light duty at this time. One additional officer continues to be restricted to light duty. There is currently one opening for police officer. 25 applications have been received and are being reviewed. There have been two promotions to the rank of Sergeant. After a competitive testing process, Officers Anderson and Eggenberger were selected.

- 11/03 YPD participated in a county-wide meeting to discuss Mass Demonstrations. This was precipitated by the events around the country where rival groups demonstrated in the same locations with tragic results. This topic has become more important as Richard Spencer has asked for permission to speak at the University of Michigan in January or February.
- 11/09 YPD attended harassment training sponsored by MML.
- 11/15 Chief DeGiusti attended the Washtenaw County CoC meeting regarding homelessness in Washtenaw County.
- 11/16 Chief DeGiusti attended the DDA meeting. Crime summary was delivered and discussion was started to devise a plan for Bike Night in Depot Town going forward.
- 11/22 YPD delivered two full Thanksgiving Day Feasts to two needy families in our community. The funds for the food were from personal donations from police personnel.
- 11/28 YPD received notification from the Department of Justice COPS Office reference the COPS Hiring Grant. Unfortunately, YPD was not selected for funding "as in years past; the demand for 2017 CHP funding significantly exceeded the amount available under this competitive program. As a result, the COPS Office was able to fund only 16 percent of the 1,100+ applications received." We will try again next year.
- 11/28 Chief DeGiusti attended the COPAC Meeting. The major topic of discussion was about out-of-control EMU Student parties. Several strategies were discussed with more conversations planned.