



Memorandum

To: Mayor Edmonds and City Council Members
From: Darwin McClary, City Manager
Date: October 31, 2018
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 and has received a total of \$801.73 to date.

Simple Recycling Billing	
Month	Amount Paid
Oct-2017	\$54.00
Nov 2017	\$34.50
Dec 2017	\$23.30
Jan 2018	\$32.17
Feb 2018	\$13.80
Mar 2018	\$22.80
April 2018	\$21.84
May 2018	\$30.13
June 2018	\$30.30
July 2018	\$27.60
August 2018	\$25.17
September 2018	\$23.13
Total	\$338.74

City Clerk/Treasurer's Office

- 1202 AV Ballots have been sent and 607 have been returned
- The Clerk Department will be open on Saturday, November 3rd from 8 am until 2pm for the purpose of processing AV Ballots.
- Clerk and Treasury Generalist has been hired.

Department of Public Services

- **Downtown and Parks Clean-Up.** Downtown streets have been swept and picked up trash in park areas to beautify our environment.
- **Prospect/Maus Intersection Project.** We are following up the project and finishing signal work part.
- **Recreation Park Pavilion Roof Repair.** Work order has been processed with selected bidder and waiting for parts to complete the job.
- **Recycling Truck #609 Repair.** Wolverine performed troubleshooting; checked faults, and installed components; good at this time.
- **2018 CDBG Ramp Project.** Saladino completed 2018 ramp project; reimbursed by 2017 CDBG fund for amount of \$50,000, and the rest of payment comes outside the project funding.
- **2019 Road Repair Design Proposal.** OHM submitted a proposal for engineering services for the mill and fill of S. Congress St. from Mansfield St. to Elm St.; Huron St. from Cross St. to Forest St; and eastbound lane of Harriet St. from Hamilton St. to Huron St.
- **Ready for Winter.** Our mechanics are getting equipment ready; office staff preparing to purchase salt for winter road services.
- **Demo of Recycling Site.** The project is in the bid process waiting for City Manager's approval.

Department of Community and Economic Development

- **MNRTF Close-out.** The Water Street Trail is now open and we plan to close out the 2012 trail grant with the State of Michigan.
- **Riverside Park Universal Playground.** Construction began on the project and we are hoping for completion by the middle of November.
- **Developments.** A Special Use and Site Plan review was pulled for consideration for 445 S. Huron St and no other plans have been submitted for this property. Planning Commission will be reviewing the non-family occupancy cap for CN and CN-Mid as directed by the City Council and a Special Use Plan and Site Plan for 534 N. Huron (Keg Party Store).

- **Great Places Designation.** Staff coordinated the “Get Down in Depot Town.” Unfortunately, the weather did not cooperate but we were able to move the ceremony to the Automotive Heritage Museum. Congresswoman Dingle, Representative Peterson and many others were in attendance.
- **MDNR Conversion/Rutherford Pool Grant.** MDNR approved the City's Timeline for demolition of the Recycling Barn. If we stay to the timeline, the 50 points will be given back to the city.
- **DDA Grants.** The DDA awarded over \$420,000 in grants to building owners in all three DDA Districts. We look forward to seeing the buildings like Dalat go under extensive renovation.
- **Thompson Block.** As most of you have seen, work continues on the site. Last month, wind gusts were over 50 mph which required a shutdown of the street. This could happen again depending on the weather. There is also a street closure happening this and next week to install utilities to the site.
- **New Community Development Manager/DDA Director.** We are excited to welcome Christopher Jacobs as Community Development Manager/DDA Director. Chris comes to us from Bay City where he was DDA Director for Kochville Township. Chris's first day will be November 5.

Fire Department

Activity Report:

	<i>August 2018</i>	<i>September 2018</i>	<i>October 2018</i>
Fire Calls	60	80	72
EMS Calls	122	143	102
Inspections	9	5	6
Non-emergency requests	11	12	8
Training hours	81	59.75	53

Hiring:

- The Civil Service Commission approved a new firefighter entry level eligibility list with 12 names. Background checks were started to fill the four SAFER positions.

FEMA Grant 2018:

- FEMA equipment grant application is open. We will be submitting an application for turnout gear, extrication equipment, nozzles and hoses.

Fiscal Services

- Interviewed and hired the Treasury/Clerk Generalist from part-time to full-time.
- Attended the MERS Annual Conference in Grand Rapids.

- Prepared all the schedules/spreadsheet needed for the audit.
- Worked with Auditors Rehmann Robson and Clark Schaefer Hackett on the City Annual Audit for the FYE 6/30/2018
- Prepared the statistical portion of the CAFR.
- In the process of reviewing the Deputy Finance Director/Deputy Treasurer applications for employment.
- Completed and submitted the Municipal Fire Protection Questionnaire (PA 289) for calculating FY 2018-19 Eligibility & Payments to Cities, Townships & Villages to the State of Michigan.
- Attended the Fall 2018 Local Government Summit in Livonia.

Human Resources

- **New Hires:**
Noe Gomez Ornelas; Firefighter 10/1/2018
Lisa Tsois; Human Resources Assistant; 10/23/2018
- **Separations:**
None
- **Retirements:**
None

Police Department

Activity Report:

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

July	August	September
1115 Calls for Service	1338 Calls for Service	1056 Calls for Service
52 Arrests	57 Arrests	52 Arrests
75 Tickets Issued	97 Tickets issued	90 Tickets issued
221 Case Reports Written	183 Case Reports Written	200 Case Reports Written

Personnel

Probationary Officers Jamonte Horton and Tony Squirewell are progressing through the FTO Program. We are currently doing a background on two applicant and continue reviewing applications and conducting interviews.

- October 1, 8, 15, 22. YPD attended the Monday morning Parkridge Community Meetings. The department plans to also attend in October 29th.
- October 3. YPD participated in "National Coffee With a Cop" day. The event was partnered with B-24s in downtown Ypsilanti.
- October 11. Chief DeGiusti attended the Washtenaw County Offender Success meeting at CSS.
- October 13. Sergeant Allen attended the Heritage Park Neighborhood Association meeting to discuss neighborhood concerns.
- October 17. Chief DeGiusti attended the annual Lloyd Powell ENPACT meeting.
- October 18. Chief DeGiusti attended the Ypsi Youth Safety Collaborative. Next meeting will be at YCS ACCE Program October 31st.
- October 18. Detective Annette Coppock received the Law Enforcement Officer of the Year award from the Washtenaw 100.
- October 23. The Traffic Review Committee met and discussed several issues in the city. See the meeting minutes for further information.
- October 24. Chief DeGiusti and Lieutenant Yuchasz attended "Fair and Impartial Policing for Commanders." (8 hour class)
- October 24. Chief DeGiusti participated in the YPAC Town Hall Meeting at Parkridge Community Center.
- October 25. Lieutenants Eberts and Cyrbok attended "Fair and Impartial Policing for Supervisors." (8 hour class)
- October 25. Chief DeGiusti attended the monthly YPAC meeting.
- October 26. YPD will be participating in the annual Halloween event at the Ypsilanti Library.
- October 30 and 31. Three YPD members will be attending "Fair and Impartial Policing – Train the Trainer" This 16 hour class will allow these officers to train the rest of the department and also provide this training to other local policing agencies.