

COUNCIL INFORMATION LETTER

November 2021

APRIL 25, 2021

City of Ypsilanti
Frances McMullan, City Manager



City Manager's Office

On Friday, November 19th, I attended a ribbon-cutting ceremony at the new B2B Trail pathway on the Grove Road bridge over I-94 in Ypsilanti. This is a huge step forward in the safety and connectivity of the Border-to-Border Trail in Ypsilanti. This event is a long time coming, and special thanks to all who have contributed to making this possible.



- Completed the 12-week ICMA High-Performance Leadership Academy certification program.
- Completed cover for CAFR/ Annual Audit on November 2nd.
- Met with Greg Dill discussing American Rescue Plan funding for the City of Ypsilanti (County receives \$71 million, but Ypsilanti only receives \$2 million)
- The staff created a flyer that will arrive with upcoming tax bills by December 1st. The notice is of the forthcoming construction project with YCUA and MDOT titled Ypsi Road Renovation.
- We met with Fire Union to discuss the new COVID policy. We are still working with the HR Director and City Attorney to develop a COVID approach for all departments, including frontline workers.
- 'Meeting Highlights' have resumed following each City Council meeting and shared on the city Facebook and Youtube Page.
- Met with Representative Ronnie Peterson and project group regarding I-94 Bridge Project.
- Met with Re-Imagine Washtenaw, area municipalities group, regarding improvements to request from MDOT with incoming funding.

City Clerk

- Administrative Hearings Bureau –
 - The hearings officer approved a process on how a respondent may ask for a hearing to be postponed. (Link below)
https://cityofypsilanti.com/DocumentCenter/View/3199/Process-for-Requesting-Hearing-Postponement_Redactedpdf
- Clerk
 - The County Reapportionment has approved a nine-member board. The map is mostly like what was previously in place, however, there were some slight changes. (Link below)
<https://washtenaw.maps.arcgis.com/apps/View/index.html?appid=c1a72b7c88aa4fad80cb4147dd84e83d>
 - The Election Commission will hold meetings one December 1st, 10th, and 13th to receive comments regarding the proposed plan for redistricting. EMU has been notified as most of the changes occur within their campus. All information has been placed on the City's website and meetings have been noticed. (Link below)
<https://cityofypsilanti.com/815/Redistricting>
- Boards and Commissions – Vacancies (as of November 22nd).

Board	Membership Type	Last Name
Art Commission	Commissioner	Vacant
Art Commission	Youth Member	Vacant
Art Commission	Youth Member	Vacant
Dangerous Bldgs	Dangerous Buildings Officer	Vacant
Human Relations	Commissioner	Vacant
Human Relations	Youth Member	Vacant
Human Relations	Youth Member	Vacant
Planning	Commissioner	Vacant
Police Advisory	Commissioner	Vacant
Police Advisory	Youth Member	Vacant
Police Advisory	Youth Member	Vacant
Parks & Recreation	Commissioner	Vacant
Parks & Recreation	Youth Member	Vacant
Parks & Recreation	Youth Member	Vacant
Parks & Recreation	Youth Member	Vacant
Sustainability	Commissioner	Vacant
Sustainability	Youth Member	Vacant
Sustainability	Youth Member	Vacant
YDDA	Board Member	Vacant
Zoning Board of Appeals	Commissioner	Vacant
Zoning Board of Appeals	Commissioner	Vacant
Zoning Board of Appeals	Commissioner	Vacant

Finance Department

- Prepared our Winter Tax Bills for 2021. It will be sent out by Dec 1st to our residents and taxpayers
- Submitted our [City, Village and Township Revenue Sharing\(CVTRS\) County Incentive Program\(CIP\)](#) to the State of Michigan. This report is a requirement to receive the City's State Revenue Sharing approximately \$2.9M per year.
 - *Click on the link to view the report.*
- Received our [2021 GRS Actuarial Report](#). This report provides us our funding progress and annual required contribution for the Fire and Police retirement system.
 - *Click on the link to view the report.*
- City Assessing conducted personal property canvas, residential ECF analysis, residential land analysis and field inspections.
- State of Michigan increased our population from 19,425 to 20,648 for our Michigan Transportation Fund. This will increase our funding to an estimated additional \$100K per year for Major and Local Street.
- Received the 1st half of our American Rescue Plan Grant amounting to \$1.055M
- Ms. Monica Hubahib, Payroll and HR Administrator has resigned and her last day will be Nov 24.
- Nov 4-Attended the MGFOA Advanced Financial Management Webinar
- Nov 9-Attended the Washtenaw County Treasurers Association Meeting

- Nov 15 and 22- Attended demos from different vendors for possible upgrade on employee and retiree paycheck distributions.

Human Resources

- Micah Robinson, new Equipment Operator started on Wednesday, November 3rd, 2021.
- Kirstie Williams, new temporary HR Assistant started on Tuesday, November 23rd, 2021.
- Met with the Fire department’s union to discuss our Covid Policy and vaccination policy. We were currently collecting additional information to revise our Covid and Vaccination policies specifically for our front-line workers.
- Open Enroll started on Thursday, November 18th, 2021, and will end on Thursday, December 2nd, 2021. During Monica’s departure, all benefits questions or concerns will be handled by our HR Director, DuJuan Fisher.

Planning & Development

Economic Development

- Clark Road Development – the developer Lincoln Avenue Capitol is working on a 300+ unit affordable housing development. The CBO Public Engagement Meeting will be held on December 16, 2021.
- 220 N. Park. – Staff working with developer to finalize the numbers to begin the community benefits ordinance process. It is hopeful to have this done by the middle of December.
- Water Street – the developer continues to work on restructuring the development. Staff began meeting with other developers to discuss future potential on the site.
- Staff is working on updates to the rental inspection ordinance to better benefit property owners with benefits to not having violations on the property as well as bug fixes.

Community Development

- The Depot Town Tree Lighting Ceremony and Holiday Market was a smashing success on November 28, check out the pictures in our upcoming newsletter
- Thanksgiving Dinner was served on November 25th at the Freighthouse in partnership with the Circle of Brothers and Sisters. Special thanks for their kind support and generosity.
- Staff completed a series of public engagement workshops with residents in ward 1 to help determine how to best use Community Development Block Grant Funding. This engagement was done in partnership with Washtenaw County and decisions will be made in early 2022 regarding the winning projects by public vote.

DDA

- The DDA is organizing a competition for the best storefronts in Ypsilanti and will hold a public vote beginning in December. Winning businesses by popular vote will win small prizes and bragging rights.
- DDA approved several grant applications for the West Cross Construction Relief Program aimed at supporting businesses in this district that have suffered due to the long YCUA and MDOT construction project.
- The DDA is working with DAY to establish a snow removal plan for Downtown and seeking quotes for this service.
- A Holiday Lighting Plan for each of the three DDA districts was approved in November and so you can look forward to lots of festive lights around town for the next month or two, including the Water Tower.

Historic District Commission

- Our Preservation Planner Scott Slagor has accepted a new position at the State of Michigan. His last day will be on December 22nd.

Planning Commission

- Development for a Marihuana Retailer at 2 W. Forest
- Expansion of temporary use for curbside pickup for 539 S. Huron.

Department of Public Services

- West Cross work has wrapped up for the season. Crews will be returning in spring to complete pavement markings and restoration work. Signal's work will have been completed the week after Thanksgiving, weather permitting, and there will have been some momentary traffic shifts while that work was being completed. We thank everyone for their patience, particularly the businesses and residents adjacent to the project.
- Oakwood work has likewise wrapped for the season. There are several outstanding items, and we are working on a timeline completion with the contractor. The track removal on Spring is complete and we are working on getting a portion of that work reimbursed with MDOT Rail.
- Sidewalk ramps have been installed both in the College Heights neighborhood (CDBG) and the Miles/Garland neighborhood (METRO Act). Any outstanding work will be completed in spring.
- Staff attended the WATS Federal Aid Committee to discuss development of the 3-year Transportation Improvement Plan, including funding of the City's federal aid eligible roads in coming years.
- Staff likewise has been working with local and regional partners on locating and securing funding, including funding passed in the recent Build Back Better legislation, for significant upcoming capital expenditures such as the Cross St Bridge, electric vehicle charging stations, stormwater/green infrastructure improvements, and more.
- Staff continues to work with MDOT, YCUA, and other partners on the I-94 pedestrian crossing at Huron and associated road diet work, including design, phasing, and communication. A community notification flier was developed with the assistance of Communications Manager Koch and Public Engagement Specialist Jakobson and will be sent out with all tax bills. A website is also live at <https://cityofypsilanti.com/817/Ypsilanti-Road-Renovations>.
- New parking restrictions have been put in place at the Freighthouse that will help ensure smooth operations and access for the Freighthouse, without reducing paid parking. Updated timing and other regulations will have been posted in the North Huron, North Adams, and South Huron lots by the end of the month; warnings will be issued in December; and full enforcement will begin in January. Parking wayfinding "flags" originally installed with the CVB in 2016 have been updated for better visibility, and many parking spaces have been restriped throughout the City.
- We have met with Fishbeck and are in the process of "kicking off" the parking structure feasibility study.
- Staff attended OECD's community meetings regarding CDBG program income spending. Staff continues to attend DDA meetings to ensure cross-departmental coordination. We continue to meet with regional stakeholders including SEMCOG regarding automated transportation technology initiatives and advances in multimodal transportation evaluation tools.
- Staff are supporting both the Sustainability Commission and the Parks and Recreation Commission on 2021 reporting and 2022 meeting schedules.
- The Capital Improvements Plan process has officially been kicked off for the 2022- 2028 plan using our ClearGov web interface, currently already used for budget presentation. This will help streamline the process of integrating the capital plan into the budget.
- Staff is working with Recycle Ann Arbor to come up with a contract where we start taking our recycling to their MRF. We anticipate this contract will be before council at a December meeting.

Police Department

Statistics for the current period reflected by the past three months with 1 day remaining in November.

	September	October	November
Arrests	36	49	31
Tickets	51	74	72
Calls for Service	1174	1271	1002
Reports	207	195	151

November 2: Chief DeGiusti attended the monthly meeting with the Ministerial Alliance.

November 3: Chief DeGiusti attended the DDA Executive Board Meeting to discuss aspects of the DDA Officer Position.

November 13: The COPCRU attended the Heritage Park Association Meeting.

November 18: Lieutenant Yuchasz attended the Washtenaw County Criminal Justice Association meeting.

November 18: Lieutenant Yuchasz attended the Police Commission Meeting.

November 22: Lieutenant Yuchasz represented the department at the Washtenaw County Chiefs and Directors meeting.

November 29th , 2021



City of Ypsilanti Fire Department

Activity Report:

Training Update:

	September 2021	October 2021	November 2021
Fire and EMS Calls	259	177	198
Inspections	14	6	23
Non-emergency requests	2	4	0

The following trainings/classes occurred during the month of November:

- Bailout Training
- Tower 1 Driving and OPS
- Apartment Line, Deployment & Reloading
- Forcible Entry
- Washtenaw County Hazmat Training

- Technical Rescue Training (TRT)

Apparatus/Building Update:

- 11/11/21 Air compressor out of service
- 11/18/21 Mechanic repaired brakes on E3

Personnel:

Reviewing applications to fill 2 vacant positions.

Notes:

- Station and apparatus deconned daily.

Overall Department Status Update:

- 11/12/21 Officers meeting.
- 11/17/21 Capt. Loria attended virtual Medical Control meeting
- Cassidy Meyers started an internship with YFD on 08/21. She is an EMU student seeking a degree in Disaster Management. Cassidy will be assisting with updating the City's Site Emergency Plan.
- Actively working on approved Fire Station Capital Improvements.