

COUNCIL INFORMATION LETTER

May 2022

APRIL 25, 2022

City of Ypsilanti
Frances McMullan, City Manager



City Manager's Office

I want to thank everyone for their efforts and support during this challenging time. May has been a difficult month mentally for my family, and I want to thank the staff and council for their compassion and support.

- I met with the MME Professional Development committee (5/11). Planning for our upcoming summer conference in Holland, MI, currently serving on this committee as chair.
- I finished the 22/23 FY budget, which has been presented to City Council.
- Recently, I had two meetings with Divine 9 discussing upcoming plans for the Juneteenth Celebration.
- I had a meeting with Vicki Reaume and Walter Kraft on working with Eastern Michigan University (5/17), planning a meeting to discuss ways to collaborate and strengthen the city and Eastern Michigan Universities relationship.
- Met with MDOT on May 17th, virtually discussing the ongoing projects on Huron River Drive.
- We continue to work on COVID-19 safety issues, monitoring all staff safe and reviewing our policies.
- On May 13th, I had a meeting with Kim Lauck, with Governmental Consultant Services (GCSI), discussing updates within the city.



City Clerk

1. Elections
 - a. August Primary Application Election.
 - i. Staff has submitted files to Printing Systems Inc to produce and mail the Primary/General Dual AV Applications.
 - ii. Ballots will be made available starting June 23rd for the purpose of Absentee Voting.
 - iii. Spectrum Printing will be providing the Chart of predetermined Results and Test Decks for the testing of voting equipment and ballots.
 - iv. MOVE Ballots must be sent not later than June 18th to those that have submitted requests since November 2, 2021. MOVE ballots are for military or overseas voters and can be provided electronically. However, they must be mailed back, as a wet signature is necessary per Michigan Law.
 - b. The filing deadline for Qualifying Petitions to appear on the November Ballot without party affiliation is July 19th at 4pm.
2. Clerk
 - a. Voter ID cards printed in response to redistricting have been printed and will be mailed shortly, in line with the state statute.
3. Administrative Hearings Bureau
 - a. Daniel DuChence, appointed as the second AHB Officer in November of 2021, had his first hearing on May 26, 2022. Mr. DuChene will administer hearings held on the fourth Thursday of the month, and during the month of September.
 - b. AHB Special Assessments have been submitted to the Treasurer to appear on the Summer Tax Bill in the amount of \$21,110.
4. Boards and Commissions – Vacancies (as of May 27, 2022).

Board	Membership Type	Last Name
Art Commission	Commissioner	Vacant
Art Commission	Commissioner	Vacant
Art Commission	Youth Member	Vacant
Art Commission	Youth Member	Vacant
Dangerous Bldgs	Dangerous Buildings Officer	Vacant
Ethics	Board Member	Vacant
Human Relations	Commissioner	Vacant
Human Relations	Commissioner	Vacant
Human Relations	Commissioner	Vacant
Human Relations	Youth Member	Vacant
Human Relations	Youth Member	Vacant
Planning	Commissioner	Vacant
Police Advisory	Commissioner	Vacant
Police Advisory	Commissioner	Vacant
Police Advisory	Commissioner	Vacant
Parks & Recreation	Commissioner	Vacant
Parks & Recreation	Commissioner	Vacant
Parks & Recreation	Commissioner	Vacant
Parks & Recreation	Youth Member	Vacant
Parks & Recreation	Youth Member	Vacant
Parks & Recreation	Youth Member	Vacant
Sustainability	Commissioner	Vacant
Sustainability	Commissioner	Vacant
Sustainability	Youth Member (1 year)	Vacant
Sustainability	Youth Member (1 year)	Vacant

Finance Department

- **Accounting and Finance**
 - Submitted to Council the Amended Budget 21-22 and Original Budget 22-23 and 23-24.
 - Updated Council budget adjustments approved on May 24, 2022, meeting.
 - Meeting with YCUA and S&P regarding rating call for the Water Supply System Bonds Series 2022
 - Installed our new Employee Self Service Program that will allow employees to view paychecks, w2's and available leave on-line.
 - Attended MICPA's Michigan Specific Ethics webinar on May 24, 2022

- **Treasury**
 - Prepared 2022 Tax Levy for Council Approval
 - Attended the Washtenaw County Treasurer's Association regular meeting on May 17,2022.

Human Resources

- Filled Code Enforcement Officer, Police Officer, Rutherford Pool positions, and Fire Fighter/EMT positions.
- Recruiting for Fire Fighter/EMT position.
- Finished Communications Training and Target Selection Training for recruiting processes.
- Executing most recent compensation study for employee engagement and retention among city employees.

Planning & Development

- Every Thursday at 7pm the Ypsilanti Freighthouse is hosting community events in June. Stop by for the Really Really Free Market and bring something to share!
- Space Jam Summer Movie- postponed to June 2nd at 9pm due to rain. Location-frog Island Park amphitheater.
- Solar Project- solar rebate grant program opens June 1. Residents can reach out to our office to inquire about how to participate.
- Spin Franchise Permit Agreement- Spin has submitted paperwork to be granted a franchise permit application to operate scooters in the city. We expect those to be deployed in June.

DDA

- The DDA Board approved repairs of the Depot Town Clock for \$7,000
- Ad Hoc Committee for Equity is seeking qualified consultants for an equity needs assessment
- The DDA Board approved a Juneteenth sponsorship in the amount of \$5,000, the Ypsi Jazz Festival Sponsorship of \$2,000, and the afterglow event at local businesses for \$5,000
- The DDA Board approved paying off the remaining balance of the Downtown Bond for \$170,000 using proceeds from the sale of riverside arts center

The Historic District Commission (HDC)

- HDC had two scheduled meetings in May, both in person at the Freighthouse.

- On May 10, the HDC reviewed six applications. Five were approved as presented and one was postponed for additional information. On May 24, the HDC reviewed an updated application from the postponed application from May 10 and 6 new applications. Of these seven agenda items, three items were postponed and four were approved as presented. Three applications were approved administratively in May.

Planning Commission Action and Upcoming Cases:

- 220 N Park St Planned Unit Development for Housing Development: Planning Commission recommended City Council approval at May 18 meeting.
- 611 W Cross St Planned Unit Development for Financial Services (EMUCU Credit Union): Planning Commission recommended City Council approval at May 18 meeting.
- On the agenda for June meeting: Special Use Permit for marijuana microbusiness at 25 S Huron St and Special Use Permit for marijuana growing/processing/safety compliance lab at 12 E Forest Ave (amendment of approved March 2022 site plan).

City Council Upcoming Cases:

- June 7th: 220 N Park Planned Unit Development
- June 21st (tentatively): 611 W Cross EMUCU Planned Unit Development

Department of Public Services

- The city received a gold designation from the Michigan Green Communities Challenge. **The Michigan Green Communities Challenge** is an annual program that serves as a guide to help communities measure their progress towards sustainability.
- The YCUA/MDOT project on the state trunklines is continuing. Next week Concrete will be poured on S. Huron and concrete removals will be occurring on S. Hamilton. The contracts will also be doing landscape restoration work as well.
- The bid opening for the Forest Street Bridge Repairs will occur in July of this year. Due to this it is likely that most of the bridge repair work will occur in spring/summer 2023. The total closure will be no longer than 90 days in total, but we are giving the contractors timing flexibility to avoid some of the excessive bid prices that we have seen recently.
- We are currently working on moving forward with parks projects for summer.
- The Arts Commission approved the mural for the basketball court at Parkridge park and the painting should occur on the June 10 or June 17 weekend.

Police Department

Personnel:

Probationary Officer Renaud started with the Department on May 16th and is in the orientation phase of the FTO Program.

Activity:

Statistics for the current period reflected by the past three months with 5 days remaining in May.

	March	April	May
Arrests	42	38	32
Tickets	68	80	52
Calls for Service	1112	1202	1064
Reports	177	189	194

May 4: Chief DeGiusti met with the Ypsilanti Council of Elders.

May 13: Lt. Yuchasz attended a joint meeting of Washtenaw County School Superintendents and Law Enforcement Leaders

May 14: Chief DeGiusti attended the monthly Heritage Park Association meeting.

May 19: Chief DeGiusti attended a presentation of an Anti-Violence Program at the Parkridge Homes.

May 25 and 26: YPD was subjected to the On-Site Assessment portion of the MLEAC/MACP Accreditation Process. The final hearing will be conducted in June.

May 26: The monthly YPAC meeting was cancelled.

May 27th, 2022



City of Ypsilanti Fire Department

Activity Report:

Training Update:

March 2022

April 2022

May 2022

	March 2022	April 2022	May 2022
Fire and EMS Calls	216	215	215
Inspections	19	9	13
Non-emergency requests	0	2	1

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

- SOG/Review
- Ice/Water Rescue
- Washtenaw County TRT Training
- Forcible Entry
- Washtenaw County Swift Water Rescue Training
- Friction Loss Calculations
- Fire Officer Development
- Thermal Imaging Camera Training

Apparatus/Building Update:

- Tower 2-1 In-Service
- Bathroom updates are almost complete.
- Took delivery of used Light Rescue truck 5/20/22

Personnel:

- Reviewing applications to fill 4 vacant positions.
- Submitted applicants for background checks, only 1 candidate is still in the process.

Notes:

- Station and apparatus deconned weekly.

Overall Department Status Update:

- Actively working on approved Fire Station Capital Improvements.