

COUNCIL INFORMATION LETTER

June 2022

APRIL 25, 2022

City of Ypsilanti
Frances McMullan, City Manager



City Manager's Office

I hope everyone is in good health and great spirits, and it's hard to believe we're already approaching July of 2022. Please attend our 4th of July parade, on Cross Street from Oakwood to River from 11 AM to 1 PM. City Hall will be closed on Monday but normal hours resuming on Tuesday July 5th.

- Currently working on MME Professional Development committee, planning for our upcoming summer conference in Holland, MI, currently serving as chair on this committee. The conference is July 19th-22nd.
- Working with staff hiring for the Economic Development and Equity Coordinator within the Building Department. We have had several interviews without selecting a candidate.
- Attended Juneteenth Celebration in the South Huron parking lot on 6/18 & 6/19. The service on Sunday went wonderful. Thank you to everyone who attended or assisted.
- Met with Department of Public Services discussing the Peninsular Dam Removal grant opportunities.
- Met with Staff regarding Parking collection strategy.
- We continue to work on COVID-19 safety issues, monitoring all staff, reviewing our policies to keep everyone safe.
- Working with Vicki Reaume with Eastern Michigan University planning for a potential City Council meeting on the University campus Fall of this year.
- Investigating morale issues within Ypsilanti Police Department.
- Continuing negotiations with IAFF and TPOAM.



City Clerk

1. Elections
 - a. August Primary Application Election.
 - i. Logic and Accuracy testing has been completed, with the public accuracy test being held on June 20, 2022.
 - ii. As of June 23rd ballots are available to all registered voters that would like to vote absentee.
 - iii. Four FPCA requests have been made for MOVE ballots, which have been processed and send to overseas and military voters.
 - iv. To date 930 ballots have been requested and all requests have been processed by the statutory deadline of June 23rd (45 days prior to an election).
 - b. The filing deadline for Qualifying Petitions to appear on the November Ballot without party affiliation is July 19th at 4pm.
2. Clerk
 - a. The new Clerk/Treasury Generalist has taken over duties of clerking the Ypsilanti Police Advisory Commission.
 - b. Council will hold a joint meeting with the Police Advisory Commission on July 28th.
3. Administrative Hearings Bureau
 - a. The second AHB officer has held two hearings to date.
 - b. Staff is continuing to process liens for properties with unpaid fines.
4. Boards and Commissions – Vacancies (as of June 24, 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
Non-Motorized Committee	Commissioner	Vacant
Non-Motorized Committee	Commissioner	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	Youth Member (1 year)	Vacant
Sustainability	Youth Member (1 year)	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

- **Accounting and Finance**
 - Preparation for 21-22 year end and transition to 22-23 FY
 - Provided HR information on potential effects of proposed changes in the provisions of Collective Bargaining agreement for General(TPOAM) and Fire(IAFF)
 - Attended the GFOA Annual Conference on June 5 to 8
 - Assisted YCUA in issuing \$11.2M bond for the 2022 Water Supply System Bonds

- **Treasury**
 - Prepared 2022 Summer Tax Bills to be sent out by 7/1/2022
 - Attended the Fire and Police Pension Board Meeting via zoom on 6/20/2022

Human Resources

- Recruiting for Equipment Operator, Police Officer and Fire Fighter/EMT positions.

Planning & Development

Economic Development

- Clark Street Development – CBA approved. PILOT Ordinance to follow in July.
- 220 N. Park. – CBA and PUD approved. The developer is working on financing now that this step in completed. The BRA is meeting in July to review the Brownfield Plan.
- Water Street – Staff continues to meet with multiple developers to discuss future potential on the site.

Planning Commission, July 2022:

- 300 W Michigan: Special Use Permit and Limited Site Plan Review for limited research & development and medical office uses.
- 202-206 E Forest: Special Use Permit and Limited Site Plan Review for childcare center.
- 401 E Michigan: Special Use Permit and Site Plan Review for marijuana retailer.

Downtown Development Authority:

- Dumpster Murals have begun at the North Adams and North Huron enclosures.
- 3-year lease at North Huron Billboard Approved.
- Downtown Debt Service paid off for \$170,000.
- Depot Town Clock Repairs Approved for \$8,000.
- 300 W Michigan Ave Development: Revitalization and Placemaking Grant Submitted to State of Michigan.
- A League of Their Own Summer Movie – 60 attendees
- \$100,000 Solar Grant Program Approved for July 1, 2022
- DDA Board is in discussion with Hello Neighbor to provide social service work in Downtown Ypsilanti.
- 3 new building façade and rehabilitation grant projects approved Downtown.

Community Development:

- Solar Grant Contractor Quotes have been received from 3 residents since the program opened on June 1.
- Parks and Recreations Programming Update and Special Events Ordinance will go to Council in July
- UMS Presentation to City Council in July.
- 8 staff participated in the 4th annual Jamil Thomas, Sr. Golf Outing at Eagle Crest Golf Course.

- CTAP Grant Submitted to CVB for Afterglow Jazz Events at local businesses.
- Staff is submitted Bridge Builders microgrant application in July for public art.
- Arts Commission will submit a call for artists for design a Bicentennial Billboard at the North Huron Parking Lot.
- Arts Commission is considering a public art project involving glass mushrooms at Riverside Park.

Department of Public Services

- The Forest Street Bridge project will likely be a spring 2023 project. Current schedule is for the MDOT bid letting in August 2022.
- We are nearing the final report on the Cross Street Bridge preliminary study. We will present the findings when they are available.
- Design engineering is progressing for the Huron River Drive project. The current plan is for a February 2023 MDOT letting of the project with construction to begin spring 2023.
- We have had discussions with OHM regarding a local road over band crack filling project for this spring. We are awaiting a proposal.
- We have also been in contact with OHM regarding some storm sewer castings for the low flood prone areas in College Heights. We are looking at our options.
- We have just received the contract for the second grant for recycling carts and it will be on the next council agenda. Due to educational requirements and the amount of time it took to get the contract the cart roll out will likely be pushed back until spring 2023.
- We are working with OHM to put a bid package together for the softball field project at Parkridge. We expect the project to begin in the fall.
- The concrete work at Parkridge park will also be pushed back to Spring 2023. This is primarily due to construction costs. We are hoping that moving the project until the spring will provide us with more competitive pricing and allow more contractors to bid.
- We will have a few vehicle replacements coming before council in the next few meetings.
- We are going to be looking at preparing RFPs for our facilities projects for the upcoming year.
- Staffing wise we have had a few vacancies and a few people out due to injury/personal reasons. We are continuing to work to provide regular services. We trained and certified four employees in PASER asphalt condition ratings to support recent changes in MDOT and funding requirements.
- We worked with a contractor to begin inspecting storm sewer potential issues.
- Continued to advance rollout of a digital asset management system.
- Worked with Washtenaw County Conservation District to help finalize the Community Trees Profile-presentation to the Sustainability Commission tentatively planned for September.
- Continued coordination with YCUA on ongoing infrastructure improvement work.
- Began coordination with MDOT on 2022-23 trunkline improvements (cityofypsilanti.com/RoadRenovation).
- Completed the Depot Town parking structure feasibility study.
- Began towing of vehicles for unpaid parking tickets.
- Continued parking lot signage improvement project- look for entry signs soon!

Police Department

Personnel:

- Lt Cyrbok has announced his intent to retire from the department after 27 years of honorable service to the Ypsilanti Community. His last day at the station will be July 8th.
- Probationary Officer Renaud is currently working through Phase 1 of the FTO Program.

Activity:

Statistics for the current period reflected by the past three months with 6 days remaining in June.

	April	May	June
Arrests	39	42	31
Tickets	80	67	59
Calls for Service	1202	1275	995
Reports	189	236	178

6/23 - Chief DeGiusti attended the monthly Police Advisory Commission Meeting

6/29- YPD will be appearing before the Michigan Law Enforcement Accreditation Commission.

June 27th, 2022



City of Ypsilanti Fire Department

Activity Report:

Training Update:

	April 2022	May 2022	June 2022
Fire and EMS Calls	215	255	223
Inspections	9	13	13
Non-emergency requests	2	1	2

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

- 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
- All personnel completed state required PFAS training.

Apparatus/Building Update:

- Preventive maintenance all trucks.
- Bathroom updates completed.
- Replaced stations antiquated AC unit. The new unit will be more efficient and will provide better air quality.

Personnel:

- Hired FF Calvin Nicholai 06/14/2022
- Reviewing applications to fill 3 vacant positions.

Notes:

- Station and apparatus deconned weekly.

Overall Department Status Update:

- Actively working on approved Fire Station Capital Improvements.