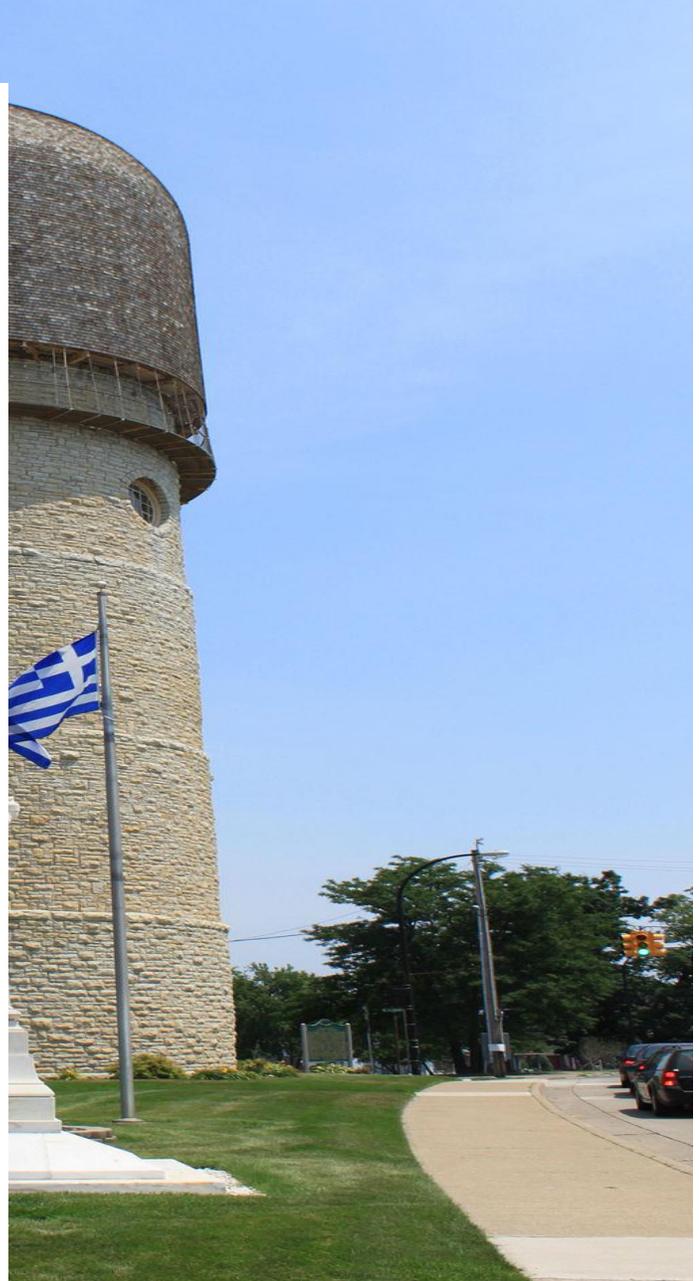


COUNCIL INFORMATION LETTER

April 2022

APRIL 25, 2022

City of Ypsilanti
Frances McMullan, City Manager



City Manager’s Office

The days are flying by, and here in the city, we are busy with many projects. I want to thank everyone for their efforts and patience in adapting to the unprecedented settings. I’m finishing up the final touches on our budget letter.



- I met twice with the MME Professional Development committee (4/8 & 4/21). Planning for our upcoming summer conference in Holland, MI, I serve on this committee as chair.
- Recently, I had a meeting with Ronnie Peterson and discussed current and upcoming city projects.
- Communicated with Vicki Reaume working with Eastern Michigan University (4/14), planning a meeting to discuss ways to collaborate and strengthen the city and Eastern Michigan Universities relationship.
- On April 27th, I attended the Peninsular Dam town hall at the Ypsilanti Freighthouse.
- Meeting highlights have resumed, and we will continue summarizing our bi-weekly City Council meetings.
- We continue to work on COVID-19 safety issues, monitoring all staff safe and reviewing our policies.
- I attended a meeting with Local Units of Government (LUG), providing monthly updates with Washtenaw County on Tuesday, March 8th discussing the American Rescue Plan, Broadband Updates, and mask updates.

City Clerk

- Elections
 - Staff is completing preparations for the May 3rd Special Election.
 - Staff has issued 1,259 AV Ballots for the Special Election and 592 have been returned.
 - The Clerk’s Office will be open on Saturday, April 30th from 8am until 4pm for the purpose of issuing AV Ballots.
- Clerk
 - Staff has submitted all necessary documentation to the state for redistricting. The Bureau of Elections will upload the changes once the May 3rd Special Election is complete.
 - Staff will bring forth a budget amendment to pay for postage and voter information cards to be sent to each voter in the city. This a requirement of law since all district numbers have been amended.
- Boards and Commissions – Vacancies (as of April 25, 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
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
Zoning Board of Appeals	Commissioner	Vacant
Zoning Board of Appeals	Commissioner	Vacant
Zoning Board of Appeals	Commissioner	Vacant

Finance Department

- **Accounting and Finance**
 - Informed Department Heads about adjustments on their requested budget
 - Compiled the Management Proposed Budget and prepared budget presentation slides
- **Treasury**
 - Attended the Fire and Police Pension Board meeting
 - Processed delinquent property tax collections

- Quarterly Investment Report

CITY OF YPSILANTI			
INVESTMENT REPORT AS OF 03/30/2022			
1. SUMMARY OF INVESTMENT BY TYPE			
FY	2021-2022		
Date	3/31/2022		
TYPE OF INVESTMENT	TOTAL	%	
Ⓞ COMMERCIAL PAPER	\$525,480	2.77%	
Ⓞ LGIP	\$7,738,291	40.79%	
Ⓞ CERTIFICATE OF DEPOSIT	\$7,030,779	37.06%	
Ⓞ MONEY MARKET	\$59,831	0.32%	
Ⓞ GOVERNMENT BOND	\$3,617,212	19.07%	
Grand Total	\$18,971,592	100.00%	
2. INTEREST EARNED PER QUARTER			
FY	2021-2022		
Quarter	3rd		
Sum of Interest	Column Labels	1/31/2022	2/28/2022 3/31/2022
TYPE			
COMMERCIAL PAPER	263	95	105
LGIP	376	414	1,622
CERTIFICATE OF DEPOSIT	2,106	1,931	3,418
MONEY MARKET	1	1	4
GOVERNMENT BOND	1,379	1,729	1,913
Grand Total	4,125	4,171	7,062
AVERAGE RATE OF RETURN			
AVERAGE INTEREST INCOME	5,119		
ENDING INVESTMENT	18,971,592		
AVERAGE RATE OF RETURN	0.324%		
BENCHMARK QTR AVERAGE 6MO TREASURY BILL RATE			
AS OF 03/30/2022	1.26%		

Human Resources

- Continuing hiring process for Fire Fighter/EMT position.
- Recruiting for Police Officer, Rutherford Pool, and Code Enforcement Officer positions.
- Implementing compensation study for employee engagement and retention among city employees.
- Finalizing Communications Training and Target Selection Training for recruiting processes.

Planning & Development

- YDDA Summer Movie Series approved in April for six events between May-October. The first movie will be May 26 at sunset where we will be featuring the classic Space Jam.

- Dumpster Mural Proposals were approved with three local artists to paint the dumpster corrals at the North Huron, South Huron, and Adams St Parking Lots.
 - DDA Ad Hoc Equity Committee provided recommendations to the DDA Board of Directors and was extended for six months.
 - The DDA is considering proposals to repair the Depot Town Clock.
 - The Riverside Arts Center has paid the DDA for the closing sale of the property at 76 N Huron St and the DDA will look to pay off the remaining bond balance Downtown with the proceeds.
 - The DDA approved a \$5,000 special event sponsorship for the Juneteenth event planned Downtown and at the Freighthouse.
-
- Clark Street Development – the developer Lincoln Avenue Capital is working on a 300+ unit affordable housing development. The CBO Committee has held 4 of the 4 meetings slated to be held during this process and will be returning recommendations to Council in May.
 - 220 N. Park. – Staff working with the developer has begun the community benefits ordinance process. The first CBO meeting will be held on April 7 at 6 pm. May 4th is the next meeting of the 220 N Park CBO Committee.
 - Water Street – Staff continues to meet with multiple developers to discuss future potential on the site.
 - Embracing our Difference Art Installation to be installed at Parkridge and Riverside Park the second week of May
 - Parkridge Community Center Signage has been installed.
 - The department is assisting City Facilities and Park systems process improvements to website and centralized calendar to streamline parks and recreation programming.
 - The department is submitting a Community Priority Fund grant application with Washtenaw County to secure ARP funding to support the proposed development at 220 N Park.

HDC

The Historic District Commission had regular meetings April 12 and April 26. On April 12, the commission had 11 action items on their agenda and 4 study items for discussion. Two of the action items had to be postponed to the next meeting because, due to a recusal, we lost quorum on those two issues. The other remaining 9 agenda items were approved.

On April 26, those two items carried over from the previous meeting were approved, along with three other proposals for work. One agenda item was denied—it was work that was done in 2021 without a permit and the replacement materials do not meet the Secretary of the Interior’s Standards for Rehabilitation. The commission also discussed one study item.

Updates:

Council appointed two new members to the commission, so we now have a full commission. (One has taken the oath, and the other will take it in the coming weeks.)

Upcoming Infoshop: We have planned an Infoshop about the new state rehab tax credit available to owners of contributing properties in the National Register and local historic districts. It will be Wednesday, June 15, 7 PM at the Freighthouse and will feature the state coordinator of the program, Bryan Lijewski. Please contact preservation planner Ellen Thackery with any questions.

Planning:

City Council, May 10

- Zoning ordinance text amendment to make Child Care Centers a Permissible Use in CN-SF, CN-Mid, and CN Zoning Districts
- Zoning ordinance text amendment to make Research & Development and Similar Uses a Permissible Uses in Center Zoning District

Planning Commission, May 18

- 220 N Park- Planned Unit Development (postponed from April 20 meeting) for a site condominium for single-family detached houses, duplexes, and townhouses.
- 611 W Cross- Planned Unit Development for a bank, specifically requesting departures involving an interactive teller machine amplifying sound, minimum building height, and building entrance orientation.
- 25 S Huron- Special Use Permit for a marijuana microbusiness.

Department of Public Services

- Curbside Yard Waste collection will resume Monday April 4, 2022.
- DPS Staff will be giving a presentation at special Council meeting on April 12, 2022, regarding parks bathrooms and parks capital projects.
- The city was awarded a grant from the Recycling Partnership in the amount of ~\$80,000 to support our recycling cart purchase. Staff will give a presentation about this and some other environmental program updates at an upcoming council meeting.
- There are several agenda items coming up for council consideration at the next meeting. These include a contract with EGLE for a recycling cart grant, a contract with MDOT for the road diet/pedestrian bridge, a contract with Ypsilanti Township regarding maintenance of the pedestrian bridge, a contract with DTE for lighting on the pedestrian bridge, an agreement with OHM for final design engineering for the Huron River Drive project, a contract with MDOT regarding the installation a section of sidewalk on Washtenaw, and a contract with the MEDC for a Michigan Enhancement Grant awarded to the City for rehab of the softball field at Parkridge Park.
- DPS Staff is working on some of our spring transition items.

Police Department

Personnel:

Probationary Officer Gibbs was certified for solo patrol and was assigned to a shift.

Activity:

Statistics for the current period reflected by the past three months with 8 days remaining in April.

February

March

April

Arrests	32	42	25
Tickets	40	68	63
Calls for Service	919	1112	864
Reports	142	177	135

April 9: Officer Kain attended the Heritage Park Association Meeting.

April 13: Chief DeGiusti was the Chair for the A2Y Chamber Leadership Program’s Justice Day.

April 19 and 21: YPD conducted Defensive Tactics Training.

April 27: YPD will attend the Ypsilanti Council of Elders Meeting.

April 28: Chief DeGiusti will attend the monthly YPAC meeting.

April 22nd, 2022



City of Ypsilanti Fire Department

Activity Report:

Training Update:

February 2022

March 2022

April 2022

	February 2022	March 2022	April 2022
Fire and EMS Calls	181	216	149
Inspections	6	19	9
Non-emergency requests	0	0	2

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

- Friction Loss
- Hose Line Evolutions
- EMS – Annual CPR Renewals
- Pump Operations
- Washtenaw County HazMat Training
- Fire Officer Development
- Joint AMA Training

Apparatus/Building Update:

- Tower 2-1 OOS and sent to CAT for repairs. 4/4/2022
- Tower is still OOS
- 12/09/21 Parking lot lights not working/parts on order

- Currently making repairs to the FF's bathroom. Project almost complete.

Personnel:

- Reviewing applications to fill 4 vacant positions.
- 12 applications have been submitted to HR for initial background check. HR was able to schedule 7 interviews for March 1st and 2nd.
- Civil Service approved hiring list, 4 candidates in backgrounds.
- 4/7 Capt. Schulz and Lt. Wurmlinger were sworn in.

Notes:

- Station and apparatus deconned weekly.

Overall Department Status Update:

- Cassidy Meyers completes her internship 4/22/2022, thanks to Cassidy for all her help with Site Emergency Plans.
- Actively working on approved Fire Station Capital Improvements.
- Fire Department is currently operating with 2 engines in service.