

MANAGER'S NEWSLETTER

DECEMBER 9, 2016

ALTERNATE PARKING

Staff has reviewed the snow removal practices of the City at the request of Big Rapids Property Owners Association. BRPOA requested to have alternate nightly permissible parking on sides of the streets. A presentation will be made at the Commission meeting on December 19th concerning this initiative.

CONTRACT

A contract has been drafted for Mark Gifford as City Manager, and has been approved for legal language by Eric Williams and reviewed by Mayor Mark Warba. If acceptable to the Commission, it will be ready for acceptance at the next Commission meeting.

EMPLOYEE RECOGNITION

December 15th is the annual Employee Recognition event to be held at the Public Safety building at 11:30. Commission members are encouraged to attend and celebrate another year of public service to the community.

NANCY HAIGHT RETIREMENT

A retirement reception for Nancy has been scheduled for December 14th at Public Safety beginning at 2:00. We wish Nancy all the joys of retirement. Interviews are underway for her position.

AIRPORT LAND RELEASE

Marlin Pena commented on the phone that he had approved the Land Release for the water use south of the airport and sent it on to 'Washington' for final approval. This action clears the way for future construction of a treatment facility at that location and secures the long-term protection of the land for water use. It also means that the Water Fund will need to purchase this land from the Airport Fund since the original purchase was made using 90% Federal Grant Dollars. It is expected that this purchase – perhaps appraised at around \$300,000 will be used to build more T-Hangars as there is a current waiting list for planes wishing to be housed at Roben Hood, which will help the financial condition of the airport operations.

RED KETTLE CAMPAIGN

Members of both divisions of Public Safety and City Hall Employees took part in ringing the bell for the Salvation Army's Red Kettle campaign at various locations. We thank these employees for this important service to our community.

PUBLIC SAFETY

- In the past week, the Police Division responded to 84 calls for service. There was nothing of significance in nature to report in any of these calls.
- On Wednesday, Officers Andre Torres, Chad Kinsey, Lorne Juday, Dave Flore and Detective Brian Miller, all assisted in Shop with a Cop at Wal-Mart. As always, it was a very fun and giving activity.
- In the past week, the Fire Division responded to 32 calls for service.
- On Thursday, members of both divisions rang the bell for the Salvation Army's Red Kettle campaign at Penny's.

PARKS & RECREATION

- The Park and Recreation Master Plan has been updated by Mark Sweppenheiser and will be available for review in the Clerk's office.
- Attended the ceremonial signing of the Recreational Authority Bill with Governor Snyder.
- Met with Metron to discuss their continuation of sponsoring the Farmer's Market.
- Finalizing the Winter 2017 recreation programs

PUBLIC WORKS ACTIVITIES

DIAL-A-RIDE

179 Adult Riders - (\$2.00 Fare)

302 Children Riders - (\$1.00 Fare)

870 (\$1.00 Fare) - Seniors (163) and Disabled (707) passengers of which 208 used the wheelchair lift to board

57 Free Riders - Aides that ride with disabled passengers and children 4 and under with an adult

28 No Shows - A person who calls for a ride and when we go to pick up and they are not there for ride

89 Safe Riders – Free rides from local establishments to anyone in the community on Thursday, Friday and Saturday nights 12:00am to 2:30am.

2,194 Ferris Shuttle Bus – Free rides to anyone on Campus, the new route has nine stops on campus- Lot 28, Allied Health, Campus Community Center, Sports Complex, Lot 4, Rock Cafe', Recreation Center, University Center, Arts and Science, 7:30am -7:00pm Mon – Thur. and 7:30 am – 2:00 pm on Friday.

3,719 Total Passengers

556 Out of City Riders - Anyone we pick up or drop off outside the Big Rapids City Limits

DPW: STREETS

Safety Topic: "Hazard Communication"

- Finished picking up leaves
- Dug out 2 stumps in alley behind 500 block of Finley Ave.
- Removed tree at 627 S. Michigan Ave.
- Turned valves off for new meter for Water Tower Rd.
- Building dugouts at Win Kellum
- Repairing signs
- Installing banner poles
- Moved voting ballots to the County Courthouse for recount
- Removed some bushes at Wastewater Plant
- Picked up rocks at Spruce and Warren Aves.
- Installing Ice Rink
- Graded alleys
- Repaired manhole on Clark St.
- Cleaned drains
- Checked and jetted sewers per normal daily and call ins

DPW: PARKS

- Picked up trash downtown and in parks
- Cleaned public restrooms in parks and at City Hall

DPW: MOTOR POOL

- Staff vehicles & Miscellaneous Equipment:
 - 206 pickup truck, serviced and repaired exhaust leak
 - 212 pickup truck, replaced 2 tires and serpentine belt idler pulley and serviced lift gate,
 - 220 pickup truck, replaced passenger door handle
 - 226 pickup truck, replaced all 4 tires
 - 300 Backhoe, serviced
 - 306 tractor, replaced radiator and oil cooler, repaired fuel leak and PTO shaft and, replaced v-belts and vehicle speed sensor. Rebuilt center steering pivot ball joint. Replaced heater blower resistor
 - 307 tractor, serviced and installed plow
- Police & Fire Vehicles:
 - 404 police car, replaced bulb in the spot light
 - 407 police truck, serviced
 - 415 staff car, serviced
- Dial-A-Ride busses:
 - 904, diagnoses coolant leak, found it leaking in the exhaust from the EGR cooler. Replaced the cooler
 - 905, replaced the 2 battery's

MAIN MAINTENANCE

- MISS Digs
- Miscellaneous reads

WATER PLANT

Safety topic: “Temperature Extremes: Hypothermia and Heat Exhaustion”

- Moped and cleaned floors.
- Ran customer samples.
- Prepared for winter, filled salt buckets, put shovels by the doors, filled gas cans, etc.
- Performed monthly checks on Cathodic Protection systems.
- Prepped high service pump room floor for painting.
- Repaired leak in high service pump #2 OCV valve. Necessary to replace the stem and seat assembly for the limit switch.
- Performed monthly maintenance tasks.

Stephen Sobers
City Manager