

MAYOR'S MEMO

News of Interest to Southfield Residents from Mayor Ken Siver

City prepares to re-open with limitations, precautions

The City of Southfield will continue to comply with state and county orders controlling the resumption of services while taking local conditions into consideration. As of this writing, city staff is expected to return to work on Friday, June 12.

City Hall is expected to re-open to the public on Monday, June 15 unless the Governor's "stay-at-home" order is further extended. However, Parks & Recreation and the library will remain closed. These departments will have gradual re-openings, yet to be announced.

When city staff and the public return to city facilities, there will be a "new normal." All employees shall perform a self-screening for COVID-19 symptoms, including taking their temperature, prior to coming to work. If the self-screening indicates the possibility of infection or exposure, the employee shall not come to work and shall report the potential infection or exposure to their department head.

Once at work, employees shall again self-screen, including a temperature check prior to starting work. If the self-screening indicates the possibility of infection or exposure, the employee shall immediately leave work and report the potential infection or exposure.

All contractors or other non-employees wishing to enter any employee-only area shall be required to be screened, including a temperature check.

City staff are not required to screen customers in the customer area of city buildings unless required by department policy. Signs requiring self-screening shall be posted on all exterior doors.

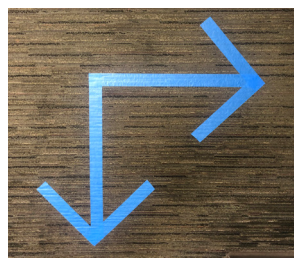
Social Distancing and Barriers

Glass and Plexiglas barriers have been installed to separate customers from employees and employees from each other. Most employee/customer barriers are constructed of glass and aluminum and are intended to remain in place permanently. Most employee/em-



Glass partitions have been installed throughout City Hall to protect customers and staff.

ployee barriers are of lighter Plexiglas to allow them to be easily moved or adjusted.



Sign of the times-- directional arrows

distance of at least six feet from all other employees and customers.

All restrooms, except the large pavilion restrooms, have been converted to single-person restrooms.

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City Re-Opening

Continued from Page 1

“Knock first” signs are posted on these restroom doors.

Two washable cloth masks will be provided to each employee at the resumption of in-person service. The use of face masks is mandatory for all employees in all areas of city buildings except for individual offices and rooms with closed doors that are not commonly occupied by more than the person.

Customers are advised to wear face-masks while in customer areas of city buildings, but their use is not mandatory for entry.

The seating capacity of all city conference rooms has been reduced to ensure a six-foot distance between all seats.

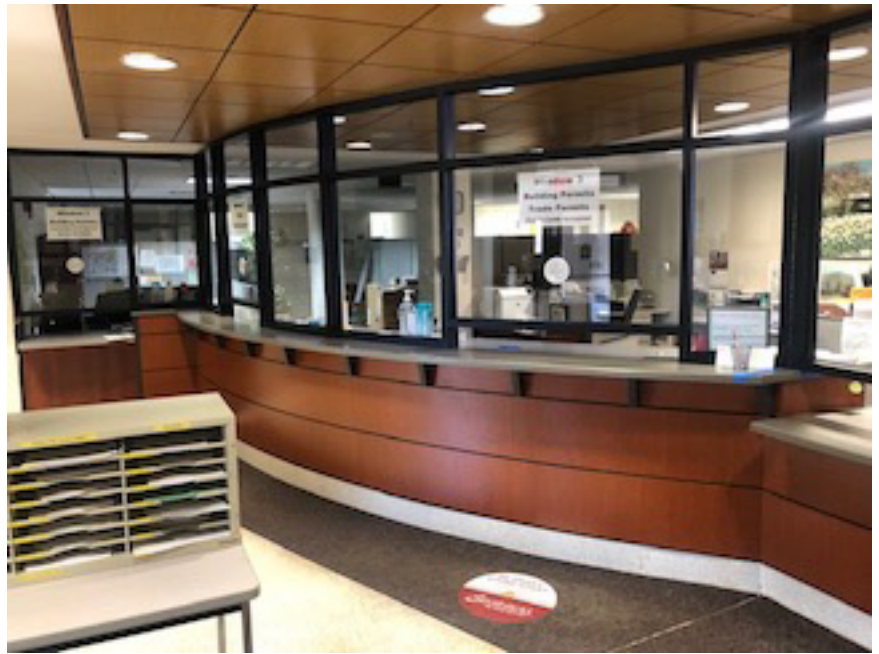
Heating, ventilation and air conditioning in city buildings have been set to maximize fresh-air intake to the extent practical.

To the extent practical, city vehicles shall be operated with only one occupant. If a vehicle must be operated with more than one occupant, sanitizing sprays or wipes shall be available in all vehicles and vehicle interiors shall be sanitized at least at the start of each shift.

Sanitation & Supplies

All departments are being provided with PPE and sanitizing supplies including waterless hand sanitizer, disinfectant sprays and/or wipes and non-latex gloves. Cleaning and sanitizing of shared and individual workspaces is no longer the sole responsibility of the custodial staff. All staff are expected to assist with sanitizing work areas.

Doors, not necessary for security, privacy or fire protection, shall be propped open or removed. Foot door pulls have been mounted at the bottom of many doors to allow the door to be pulled open by one’s foot without touching the door with one’s hand.



Open counters, like this one in the Building Department, have had glass windows installed to distance staff and customers.

Public Meetings

Public meetings of the City Council and city Boards and Commissions shall continue to be conducted virtually until further notice. The meetings are telecast on City Cable 15 and YouTube. The City Council agendas are on the city’s website.

Cancellations

All summer camps, concerts and large group activities have been canceled. The swimming pool will not re-open this year.

Updates

The city website ... www.cityofsouthfield.com ... is continuously updated as Michigan’s response to the pandemic changes. Additionally, informational messages and videos can be found on City Cable 15.

Southfield COVID-19 Stats

Date	Cases	Deaths
March 28	229	
April 7	823	59
April 14	1,081	91
April 21	1,227	120
April 28	1,371	151
May 5	1,481	172
May 11	1,525	193
May 18	1,554	199
May 25	1,575	205
May 31	1,594	211

**Message
to the Community
From Southfield
Chief of Police
Elvin Barren**



Like you, I am outraged and deeply troubled over the senseless murder of Mr. George Floyd in Minneapolis. The actions of the involved members of the Minneapolis Police Department are unacceptable. It is clear that these officers acted recklessly and inappropriately. Therefore, accountability by criminal prosecution must follow.

In response to this incident, I met with members of my department who were equally outraged and saddened

by Mr. Floyd’s murder. As an agency we will continue to enhance our training and accountability to ensure that we prevent this injustice from occurring in our city.

We will continue to emphasize the importance of de-escalation, restraint and empathy when responding to public safety situations. It is the duty of every sworn police employee at the scene where physical force is being applied inappropriately to intervene by stopping the action.

National best practices in law enforcement says that when a suspect is taken to the ground and handcuffed, the individual shall not be left on their stomach. The suspect should be placed in an upright position as to avoid “positional asphyxiation.” In addition, a knee placed on a neck is a serious policy violation.

You can rest assured that the Southfield Police Department will continue its professionalism and excellence.

City Council set to adopt 2020-21 Budget on June 15th

On June 15th the Southfield City Council is expected to adopt the budget for the coming fiscal year. Due to the COVID-19 pandemic this budget has been reduced by over \$3 million from original projections due to the uncertainty of the revenue stream.

It is anticipated that revenue sharing from the State of Michigan will generate only \$6,130,175—a loss of \$2.5 million due to the decline in state revenues caused by the shutdown of the economy.

General Fund expenditures are budgeted at \$77,924,160 with police, fire and Emergency Preparedness totaling \$46,357,215 or 59.5% of the proposed expenditures.

A breakdown of the city’s **General Fund 2020-21 revenues** follows:

General Operations	\$17,079,002
Police & Fire	\$17,805,636
Police & Fire Pension	\$14,818,219
Tax Administration	\$ 2,387,990
Sales Taxes:	\$ 7,630,175
Community Stabilization	\$ 1,000,000
Cable TV Franchise	\$ 1,375,000
Sanitation Charges	\$ 2,748,000
Building Permits	\$ 2,946,300
Engineering Permits	\$ 1,201,310
District Court	\$ 3,567,557
Reimbursements	\$ 1,641,231
Fees, Licenses & Permits	\$ 3,304,409
Interfund Reimbursements	\$ 919,331

Investment Income	\$ 500,000
Unassigned Fund Balance	\$ 1,500,000
Minus State Rev Loss	(\$ 2,500,000)

A breakdown of the city’s **General Fund 2020-21 expenditures** follows:

Administration	\$ 696,860
Assessing	\$ 1,266,702
Building Dept.	\$ 2,705,345
Business Development	\$ 417,881
Central Services	\$ 805,914
City Attorney/Legal Services	\$ 846,916
City Clerk	\$ 1,162,622
Code Enforcement	\$ 1,555,851
Community Relations	\$ 736,734
City Council	\$ 198,980
District Court	\$ 3,677,666
Emergency Preparedness	\$ 111,662
Engineering	\$ 1,645,277
Fire Dept.	\$18,818,618
Fiscal Services	\$ 2,824,079
Human Resources	\$ 1,408,735
Mayor’s Office	\$ 78,912
Planning Dept.	\$ 810,351
Police Dept.	\$27,426,935
Sanitation	\$ 2,669,966
Streets & Highways	\$ 482,144
Support Services	\$ 3,958,969
Technology Services	\$ 2,220,404
Transportation	\$ 517,913
Treasurer	\$ 878,724

Southfield 2020 infrastructure projects advance

Road, sewer and water main projects have been considered essential work during the COVID-19 pandemic. Southfield's aggressive infrastructure plan is proceeding for the sixth consecutive year.

A summary of the status of current projects follows:

Civic Center Drive (Lahser to Northwestern) Road is CLOSED to through traffic; local traffic has WB access only.

Nine Mile (Inkster to Beech) – Project will have WB only traffic.

SB Northwestern Service Drive (Evergreen to Nine Mile) – Water main replacement and water main lining are underway.

SB Northwestern Service Drive TAP Pathway (Civic Center Drive to 10 Mile) – Most of the path has been paved; retaining wall near drain crossing is installed; concrete barrier wall expected to finish by end of next week. Asphalt paving of the pathway continues this week. *This project paid for with state grant funds, Lawrence Tech and the City Centre Advisory Board.*

Section 13 - Bonnie Acres/Canterbury Gardens – Water main work is finished on the local streets; paving and restoration continue on local streets; Catalpa road work is underway with water main replacement on Catalpa taking place.

Section 24 Area 4 – Water main installed on Hilton and Jeanette east of Kingshire, connecting services to new main on-going; Deep sewer starting at Kingshire & Hilton heading east starting Wednesday this week; Southwood paving expected the week of June 1st.

Section 26 - Washington Village – All water main replacement complete; Phase I paving complete; Phase II roads: Mapleridge is currently being prepared for future paving; driveways being prepped; Philip & Lee Baker road prep has begun.

Section 25 Area 10 – Contractor installing sanitary sewer on Addison.

Franklin Road (Northwestern to City Limits) – Road CLOSED to through traffic; local traffic NB only.

Lake Ravines – Contractor is expected to start Phase I work June 8th.

12 Mile (Telegraph to Lahser) – Starts June 1st! Deep mill and overlay with some curb repairs/guard rail replacements/ADA upgrades.

13 Mile (Evergreen to Southfield) – Starts June 15th! Maintaining WB traffic only.

Southfield Mayor's Memo



Work continues on the reconstruction of Civic Center Drive between Northwestern Highway and Lahser.



Fire Inspector Lateef Townsel with new fire truck

City purchases 5 EMS units, 5 fire trucks

A top priority of the city administration, mayor and City Council is public safety. The Fire Department has received \$4.4 million in new equipment. We want our first responders to be well-equipped so that they are able to protect life and property when called upon.

The department recently took possession of four new pumper trucks and one ladder truck, at a cost of \$3 million dollars.

The department has just received five new EMS/Life Support units with seven Life Pack Cardiac Heart Monitors, ten Lucas CPR devices and five Stryker Power Stretchers. The Council approved these purchases last year at a cost of \$1.4 million dollars.

City adapts, keeps going under unprecedented circumstances

By Mayor Ken Siver & City Cable 15 Staff Writer
/Analyst JoAnne Gurley

The doors at the Southfield Municipal Campus have been locked for months but local government never ceases operation, particularly in a crisis. The machinery keeps humming, albeit with a different murmur.

Southfield city leadership developed plans last December when news of the COVID-19 virus first began to surface. Administration monitored the CDC and the World Health Organization websites daily. In January, the City Council approved the purchase of thousands of dollars in sanitation supplies through a budget amendment.

The routine work of city government began to pivot on March 12th with the report that Michigan had 12 confirmed cases of the Coronavirus.

Southfield Police and Fire formulated strategies to keep residents safe if the virus were to affect first responders. Department heads identified essential employees. Aggressive policies were enacted to ensure that our staff could work remotely. On March 13 Mayor Siver was one of the first mayors to declare a local State of Emergency. We could not imagine then that months later the city would have nearly 1,600 COVID-19 cases and over 200 deaths.

Commencing on March 16, key city staff and elected officials, led by the city administrator and our crisis manager, began meeting via teleconference at 1pm daily to share information and plan the next steps in maintaining operations. The city's IT department worked feverishly to enable city staff to work from home, providing access to city data bases and software programs. Meanwhile, the Community Relations

and City Cable staff stepped up information on safe practices, information on COVID-19, cancellations of city meetings and events and how to access city government during the pandemic.

With Michigan schools closed, the library staff ramped up access to online materials and videos, while Parks & Rec created virtual activities. At the same time the city's Business Development team and Career Center, in conjunction with the Southfield Chamber of Commerce, began assistance to small businesses and individuals impacted with loss of employment.

For many, many years, the City of Southfield has maintained an Emergency Operations Center (EOC) which has stood ready in the event of a man-made or natural disaster. While a pandemic seemed remote, the EOC has been on the ready for any eventuality.

The COVID-19 crisis has tested the city's level of preparedness and we are pleased to report that it is serving our residents and staff well. The EOC maintains direct contact with state and county agencies and Providence Hospital. It has secured supplies of personal protection equipment for our employees and prepared quarantine locations and, if needed, an auxiliary hospital. The center also continues to monitor levels of city staff and resident COVID-19 infections.

The Southfield Building Department, now open, came up with novel ways to manage its operations while building construction ceased. A drop box was maintained for applications, if not done online. Permits were processed remotely and critical inspections via video. Similarly, the City Clerk's and City Treasurer's offices continue operations in the same fashion. The Southfield City Council has met every Monday evening since March 23 via teleconference.

Southfield leaders are unified in supporting Michigan's "Stay Home, Stay Safe" order. We knew if our community and others abide by social distancing, wearing face masks and the ban of social gatherings, our concerted efforts would reduce the disproportionate effect of the pandemic on Southfield. Clearly, our community's efforts to slow the pandemic here have worked!

For the duration, Southfield will continue to support its citizens and businesses while working under unprecedented circumstances.

MAYOR'S MEMO

The Mayor's Memo is an occasional newsletter produced by Mayor Ken Siver and not done at city expense. The Memo provides city news & updates to residents. To subscribe, send an email to srosenbergh@cityofsouthfield.com Feel free to pass this newsletter on to others.