

CITY OF MASON

201 West Ash St.
Mason, MI 48854-0370

City Hall 517-676-9155
Fax 517-676-1330

CITY COUNCIL MEETING - COUNCIL CHAMBER

Monday, March 4, 2013

7:30 p.m.

Agenda

1. Call to Order
2. Roll Call
3. Pledge of Allegiance and Invocation
4. Announcements
5. People from the Floor
6. Presentation
 - A. Ed Sesi, System Manager of WOW
 - B. Robert Trezise, President & CEO of Lansing Economic Area Partnership (LEAP)
7. Consent Agenda
 - A. Approval of Minutes
 - Regular Council Meeting: February 18, 2013
 - Special Council Meeting: January 28, 2013
 - B. Approval of Bills
8. Regular Business
 - A. Resolution No. 2013-10 – A Resolution Recognizing the “Kiwanis of Michigan Foundation”, a Non-Profit Organization in the City of Mason
 - B. Resolution No. 2013-11 – A Resolution Adopting the Mason Five-Year Recreation Plan 2013-2017
 - C. Resolution No. 2013-12 - Mayoral Appointment to the Planning Commission
 - D. Motion – Service Agreement With The Mason Softball Association (MSA)
 - E. Discussion – Review of Codes Relating to Allowable Parking Areas for Recreational Vehicles
9. Unfinished Business
10. New Business
11. Correspondence
12. Liaison Reports
13. Councilmember Reports
14. Administrator’s Report
 - Bid Requirements or Public Projects Under the Iran Economic Sanctions Act of 2012
 - City of Mason 2012 Water Quality Report
 - Proposed Adjusted Census Urban Boundary
15. Adjournment

**CITY OF MASON
REGULAR CITY COUNCIL MEETING
MINUTES OF FEBRUARY 18, 2013**

Clark called the meeting to order at 7:39 p.m. in the Council Chambers at 201 W. Ash Street, Mason, Michigan. Droscha led the Pledge of Allegiance and offered the invocation.

Present: Councilmembers: Brown, Bruno, Clark, Droscha, Ferris, Mulvany, Naeyaert
Absent: Councilmember: None
Also present: Martin A. Colburn City Administrator
Deborah J. Cwiertniewicz, City Clerk
Eric Smith, Finance Director/Treasurer
David Haywood, Zoning & Development Director
Kerry Minshall, Fire Chief
James Duthie, Code Enforcement Officer
Dennis McGinty, City Attorney

ANNOUNCEMENTS

- Blood Drive – St. James Church – Thursday, February 21, 2013

PEOPLE FROM THE FLOOR

Kelly Davis of 115 Mechanic Street stated that her neighbor has parked and stored a 30' x 10' recreational vehicle in their back yard, 20' from the Davis' picture window. She asked Council to consider instituting an ordinance regulating the parking of recreational vehicles on residential properties.

PRESENTATION

Colburn read and presented a framed mission statement crafted by Council at a recent visioning session. The Mission Statement read: "*Mason is a community founded upon a respect for our historic past while encouraging an atmosphere that values family, business, the environment, and arts creating a sense of place for present and future generations.*"

PUBLIC HEARING

Removal of Dead Trees from Private Property Located on Vacant Property Known as 33-19-10-08-151-006

James Duthie, Code Enforcement Officer, gave an overview of the situation regarding dead ash trees located on vacant property.

Mayor Clark opened the public hearing at 7:53 p.m.

Wayne Bytwerk of 532 Middlebury Lane stated that the three dead Ash trees are located on vacant property adjacent to his. Two of the trees broke, landing in his back yard; one of the trees hit the back of his home at 3:00 a.m. as it fell. He asked Council to take action to remove the dead hazardous trees.

Mayor Clark closed the public hearing at 7:55 p.m.

Resolution No. 2013-07– Authorization to Remove Dead Trees from Private Property

MOTION by Naeyaert, second by Droscha,
to consider Resolution No. 2013-07 read for the first time.

MOTION APPROVED UNANIMOUSLY

Resolution No. 2013-07 was introduced by Droscha and seconded by Ferris.

**CITY OF MASON
CITY COUNCIL RESOLUTION NO. 2013-07
AUTHORIZATION TO REMOVE DEAD TREES FROM PRIVATE PROPERTY
February 18, 2013**

WHEREAS, stated in Mason Code, it is unlawful to maintain dead hazardous trees after receiving written notification by the City; and

WHEREAS, staff was made aware of hazardous trees located on vacant property known as 33-19-10-08-151-006 on October 22, 2012; and

WHEREAS, upon inspection of the trees, staff confirmed a total of 4 dead hazardous Ash trees and on November 5, 2012, mailed a letter of notice to the property owner requesting voluntary compliance in removal of the trees; and

WHEREAS, the property owner failed to comply in a reasonable and definite time with the order to remove the trees; and

WHEREAS, a public hearing was held by the Mason City Council at a regular City Council meeting on February 18, 2013, at 7:30 p.m. in the City Council Chambers, 201 West Ash Street, Mason, Michigan to receive public comment regarding said dangerous dead Ash trees; and

WHEREAS, notice of a public hearing was mailed to property owner Paul Hansen and his power of attorney, Mona Darling, inviting Mr. Hansen or his representative to appear at the hearing and provide an opportunity to offer evidence, testimony, or a written statement as to why the Mason City Council should not take the action described in Resolution No. 2013-06; now

THEREFORE, BE IT RESOLVED, that the City Council does hereby authorize the Director of Public Works to remove the 4 dead hazardous Ash trees located on vacant private property known as 33-19-10-08-151-006; now

THEREFORE, BE IT FINALLY RESOLVED, that the City Treasurer is hereby authorized to return the cost of cutting and removal to the July 2013 Tax Roll.

RESOLUTION APPROVED UNANIMOUSLY

CONSENT AGENDA

MOTION by Naeyaert, second by Droscha,
to approve the Consent Agenda as follows:

- A. Approval of Minutes – Regular Council Meeting: February 4, 2013
- B. Approval of Bills: \$69,511.54

MOTION APPROVED UNANIMOUSLY

REGULAR BUSINESS

Ordinance No. 193 – An Ordinance to Amend the Use District Map, as Adopted Pursuant to Section 94-62 of the Mason Code, to Rezone 0.258 Acres of Land Located at 144 North Mason Street from R2F Two-Family Residential to RM Multiple Family Residential

MOTION by Droscha, second by Brown,
to receive and consider the findings report and recommendation of the Planning

Commission regarding proposed Ordinance No. 193.
MOTION APPROVED UNANIMOUSLY

It was discussed that the Planning Commission did not support a recommendation to adopt an ordinance to rezone property located at 144 North Mason Street. As the Planning Commission liaison, Mayor Pro Tem Naeyaert commented on the findings of fact provided by the Planning Commission

Haywood was asked to comment on various aspects of the request relating to the Code.

Attorney McGinty was asked if the findings of fact presented by the Planning Commission, and their rationale for not recommending the zoning ordinance, provide the city legal standing. McGinty replied in the affirmative stating that it was his opinion that there is further support by the comments and discussion of the Comprehensive Plan by the Council.

MOTION by Bruno, second by Droscha,
to affirm the decision of the Planning Commission and deny the rezoning request.
Yes (6) Brown, Bruno, Droscha, Ferris, Mulvany, Naeyaert
No (1) Clark
MOTION APPROVED

Resolution No. 2013-08 – Approval of the Purchase of a 2013 Ford Expedition Special Service Vehicle

MOTION by Droscha, second by Brown,
to consider Resolution No. 2013-08 read.
MOTION APPROVED UNANIMOUSLY

Resolution No. 2013-08 was introduced by Droscha and seconded by Ferris.

**CITY OF MASON
CITY COUNCIL RESOLUTION NO. 2013-08
APPROVAL TO PURCHASE A 2013 FORD EXPEDITION
February 18, 2013**

WHEREAS, it is in the best interest of the City of Mason to schedule the replacement of vehicles within the Fire Department; and

WHEREAS, A Fire Command vehicle was destroyed in an emergency response call on December 24, 2012; and

WHEREAS, the command vehicle was totaled in an accident, and the city insurance carrier is paying the amount of \$24,750.00 to replace the command vehicle and an additional \$550.00 for salvage; and

NOW THEREFORE BE IT RESOLVED, that the Mason City Council does hereby approve the purchase of one (1) 2013 Ford Expedition for \$28,915.00 from Signature Ford, as the primary command vehicle for the Mason Fire Department.

RESOLUTION APPROVED UNANIMOUSLY

Resolution No. 2013-09 – Mayoral Appointment to the Traffic Commission

MOTION by Naeyaert, second by Droscha,
to consider Resolution No. 2013-06 read.
MOTION APPROVED UNANIMOUSLY

Resolution No. 2013-09 was introduced by Droscha and seconded by Ferris

**CITY OF MASON
CITY COUNCIL RESOLUTION NO. 2013-09
MAYORAL APPOINTMENT TO THE TRAFFIC COMMISSION
FEBRUARY 18, 2013**

WHEREAS, Mr. Arthur Bush served as a commissioner on the Traffic Commission; and

WHEREAS, Mr. Bush passed away on Sunday, January 27, 2013; and

BE IT HEREBY RESOLVED, that the Mayor, with confirmation by the City Council, does hereby appoint Jeff Haueter to the Traffic Commission commencing February 18, 2013 and expiring December 31, 2013.

RESOLUTION APPROVED UNANIMOUSLY

Motion – 2012 Annual Report – Fire Department - Chief Kerry Minshall

Minshall elaborated on the 2012 Fire Department Annual Report to Council.

MOTION by Naeyaert, second by Brown,
to accept the Fire Department 2012 Annual Report and place it on file.

MOTION APPROVED UNANIMOUSLY

Motion – Bid for Auditing Services

Smith elaborated on his report regarding the bids received for auditing services. He recommended approving the proposal of Abraham & Gaffney, P.C. It was stated that although Abraham & Gaffney, P.C. were not the lowest bid received, they are the best suited for providing audit services for the city.

MOTION by Naeyaert, second by Droscha,
to accept the three year auditing services bid from Abraham & Gaffney for not more than \$60,600 with an option for the following two years as quoted.

MOTION APPROVED UNANIMOUSLY

Motion – Request to be Excused – City Council Member Leslie W. Bruno, Jr.

MOTION by Naeyaert, second by Droscha,
to excuse the requested absences for Council Member Leslie W. Bruno, Jr. from the March 4, March 18, and April 1, 2013 regular council meetings.

MOTION APPROVED UNANIMOUSLY

Discussion – WOW (Wide Open West) Service Disruptions

Discussion ensued regarding the disruption of WOW cable television service to the residents of Mason and other areas. Administrator Colburn spoke with representatives of the company and they assured him that they will be in attendance at the March 4, 2013 City Council meeting to discuss the issue.

Discussion – 224 South Jefferson Street Property

Discussion ensued regarding the possible uses for the vacant property located at 224 S. Jefferson Street. Various possibilities were discussed including allowing the placement of the American Legion's war soldier statues, and perhaps outdoor art. It was stated that the American Legion needed to consider this location, because it may be possible that the veterans would maintain the property. Further discussion included opposition to adding more park property maintenance work to the two-person crew that is currently charged with maintaining our parks. It was stated that the statues were originally proposed for the area near city hall, including a new landscape plan. Another option brought forth was that a business owner showed interest in swapping services for up to four parking spaces.

UNFINISHED BUSINESS

None.

NEW BUSINESS

Mulvany stated that the First United Methodist Church may be interested in hosting a community dinner when the visitors from Kosovo are in town.

Clark asked staff to include a report on the next meeting agenda for Codes relating to allowable parking areas for recreational vehicles.

CORRESPONDENCE

All correspondence was distributed.

LIAISON REPORTS

Naeyaert informed Council regarding Planning Commission business.

COUNCILMEMBER REPORTS

Brown reported on the Elected Officials Academy he attended over the weekend.

ADMINISTRATOR'S REPORT

Colburn informed Council regarding City business.

ADJOURNMENT

The meeting adjourned at 9:23 p.m.

Deborah J. Cwierniewicz, City Clerk

Leon R. Clark, Mayor

**CITY OF MASON
CITY COUNCIL SPECIAL MEETING
MINUTES OF JANUARY 28, 2013**

Clark called the meeting to order at 6:40 p.m. in the Training Room at 201 W. Ash Street, Mason, Michigan.

Present: Councilmembers: Brown, Bruno, Clark, Droscha, Ferris, Mulvany, Naeyaert
Absent: Councilmember: None
Also present: Martin Colburn, City Administrator
Deborah J. Cwierniewicz, City Clerk
Eric Smith, Finance Director/Treasurer

Council met to discuss their vision and future goals for the city. A mission statement was composed for the city. The Mission Statement reads as follows: "*Mason is a community founded upon a respect for our historic past while encouraging an atmosphere that values family, business, the environment, and arts creating a sense of place for present and future generations.*"

ADJOURNMENT

The meeting adjourned at 9:00 p.m.

Deborah J. Cwierniewicz, City Clerk

Leon R. Clark, Mayor

03/01/2013 11:02 AM
User: TF
DB: Mason City

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF MASON

EXP CHECK RUN DATES 03/01/2013 - 03/06/2013
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

COUNCIL REPORT
MONDAY, MARCH 4, 2013

Vendor Code Invoice GL Number	Vendor Name Invoice Description GL Description	Invoice Date	Amount
06474	CONSUMERS ENERGY		
MAR 2013	GAS & ELECTRIC 1/22 - 2/21	03/01/2013	
101-265.00-920.000	GAS & ELECTRIC 1/22 - 2/19		6,857.67
592-555.00-920.000	ELECTRICITY 1/24 - 2/21/13		9,084.13
			<u>15,941.80</u>
		VENDOR TOTAL:	15,941.80
07894	EXPRESS TREE SERVICES		
813	2012 - 2013 TREE CONTRACT	03/01/2013	
101-271.00-818.000	REMOVE 27 TREES & 18 STUMPS		9,655.00
101-271.00-818.000	120 HRS TREE TRIMMING		9,000.00
101-271.00-818.000	REMOVE 23 SMALL STUMPS		460.00
			<u>19,115.00</u>
		VENDOR TOTAL:	19,115.00
05016	GRANGER		
FEB 2013	FEB REFUSE #2273 CUSTOMERS	03/01/2013	
101-528.00-818.000	FEB REFUSE #2273 CUSTOMERS		26,548.64
			<u>26,548.64</u>
		VENDOR TOTAL:	26,548.64
05234	MML WORKERS COMPENSATION FUND		
5409201	4TH QTR WORKERS COMP PREMIUM	03/01/2013	
101-850.00-724.000	4TH QTR WORKERS COMP PREMIUM		9,542.00
			<u>9,542.00</u>
		VENDOR TOTAL:	9,542.00
05027	T.H. EIFERT INC.		
69282	REPLACE PUMPS @ TEMPLE ST LIFT STATION	03/01/2013	
592-548.00-970.010	44.5 HRS PUMP INSTALL TEMPLE ST		4,094.00
592-548.00-970.010	.5 DRIVER TIME		20.00
592-548.00-970.010	MATERIALS		2,055.20
592-548.00-970.010	CRANE TRUCK CHARGE		150.00
592-548.00-970.010	CREDIT FOR EXCEEDED PREVIOUS QUOTE		(319.20)
			<u>6,000.00</u>
		VENDOR TOTAL:	6,000.00
		TOTAL - ALL VENDORS:	<u>77,147.44</u>

I hereby certify that I have reviewed the above bills and expenses and to the best of my knowledge and belief, they cover expenditures of City services and materials and are within current budget appropriations.


Martin A. Colburn
City Administrator

CITY OF MASON

STAFF AGENDA REPORT TO CITY COUNCIL

Meeting Date: March 4, 2013

Agenda Item: 8(A)

AGENDA ITEM

Resolution No. 2013-10 – A Resolution Recognizing the “Kiwanis of Michigan Foundation”, a Non-Profit Organization in the City of Mason

EXHIBITS

None.

STAFF REVIEW

City Clerk

SUMMARY STATEMENT

The “Kiwanis of Michigan Foundation” is seeking a Charitable Gaming License from the State of Michigan Bureau of State Lottery. Approval by City Council states that the “Kiwanis of Michigan Foundation” is recognized as a nonprofit organization in the community. The organization has provided its Articles of Incorporation and the Certificates of Amendment which are on file with the City Clerk.

RECOMMENDED ACTION

Move to approve Resolution No. 2013-10.

Introduced:
Second:



Charitable Gaming Division
Box 30023, Lansing, MI 48909
OVERNIGHT DELIVERY:
101 E. Hilldale, Lansing MI 48933
(517) 335-5780
www.michigan.gov/cg

CITY OF MASON
CITY COUNCIL RESOLUTION NO. 2013-10
RESOLUTION RECOGNIZING KIWANIS OF MICHIGAN FOUNDATION
AS A NON-PROFIT ORGANIZATION IN THE CITY OF MASON
MARCH 4, 2013

LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES
(Required by MCL 432.103(K)(II))

At a Regular meeting of the City of Mason
REGULAR OR SPECIAL TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD

called to order by Mayor Clark on March 4, 2013
DATE

at 7:30 a.m./p.m. the following resolution was offered:
TIME

Moved by _____ and supported by _____

that the request from Kiwanis of Michigan Foundation of Mason
NAME OF ORGANIZATION CITY

county of Ingham, asking that they be recognized as a
COUNTY NAME

nonprofit organization operating in the community for the purpose of obtaining charitable

gaming licenses, be considered for _____
APPROVAL/DISAPPROVAL

APPROVAL

DISAPPROVAL

Yeas: _____

Yeas: _____

Nays: _____

Nays: _____

Absent: _____

Absent: _____

I hereby certify that the foregoing is a true and complete copy of a resolution offered and

adopted by the Mason City Council at a Regular
TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD REGULAR OR SPECIAL

meeting held on March 4, 2013
DATE

SIGNED: _____
TOWNSHIP, CITY, OR VILLAGE CLERK

Deborah J. Cwierniewicz
PRINTED NAME AND TITLE

201 West Ash Street, Mason, Michigan 48854
ADDRESS

COMPLETION: Required.
PENALTY: Possible denial of application.
BSL-CG-1153(R6/09)

CITY OF MASON

STAFF AGENDA REPORT TO CITY COUNCIL

Meeting Date: March 4, 2013

Agenda Item: 8(B)

AGENDA ITEM

Resolution No. 2013-11 – A Resolution Adopting the Mason Five-Year Recreation Plan 2013-2017

EXHIBITS

- Mason 2013-2017 Five-Year Recreation Plan

STAFF REVIEW

Administration

SUMMARY STATEMENT

The Mason City Council conducted a public hearing on Monday, February 4, 2013, in order to take public comment on the Mason Five-Year Recreation Plan. The Recreation Plan describes the physical features, existing recreation facilities, and the desired actions to be taken to improve and maintain recreation facilities within the Mason community.

Suggestions and additions from City Council members and the public were implemented into the Recreation Plan, which is now finalized and ready for formal adoption.

RECOMMENDED ACTION

Move to approve Resolution No. 2013-11.

Introduced:
Seconded:

**CITY OF MASON
CITY COUNCIL RESOLUTION NO. 2013-11**

A RESOLUTION ADOPTING THE MASON FIVE-YEAR RECREATION PLAN 2013-2017

March 4, 2013

WHEREAS, the City of Mason has prepared a Five-Year Recreation Plan which describes the physical features, existing recreation facilities and the desired actions to be taken to improve and maintain recreation facilities during the planning period between 2013 and 2017, and

WHEREAS, two community workshops were held on June 21 and 28, 2012, in the Training Room at the Mason City Hall to provide an opportunity for citizens to provide input regarding recreation opportunities within the community, and

WHEREAS, citizens were notified of availability of the draft plan on December 30, 2012 and afforded thirty-three days to review and provide comments on a draft of the Five-Year Recreation Plan prior to the Mason City Council taking formal action to adopt the plan, and

WHEREAS, a public hearing was held on February 4, 2013, in the Council Chamber at the Mason City Hall to provide an opportunity for citizens to express opinions, ask questions, and discuss all aspects of the Five-Year Recreation Plan, and

WHEREAS, the City of Mason has developed the plan for the benefit of the entire community and to adopt the plan as a document to assist in meeting the recreation needs of the community, and

NOW THEREFORE BE IT RESOLVED, that the City Council adopts the Mason Five-Year Recreation Plan 2013-2017 as a guideline for improving recreation for the residents of the City of Mason.

Yes

No

CLERK'S CERTIFICATION: I hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the City Council at its regular meeting held Monday, March 4, 2013, the original of which is part of the City Council minutes.

Deborah J. Cwierniewicz, City Clerk
City of Mason
Ingham County, Michigan



MASON

FIVE-YEAR RECREATION PLAN

2013 – 2017



City of Mason Five-Year Recreation Plan



Prepared by

David Haywood, Zoning & Development Director
Nathan Henne, CMU City Management Fellow

City Administrator

Martin A. Colburn, City Administrator

City of Mason City Council

Leon Clark, Mayor
Marlon Brown, Councilmember
Les Bruno, Councilmember
Jon Droscha, Councilmember
Elaine Ferris, Councilmember
Jim Mulvany, Councilmember
Robin Naeyaert, Councilmember

Adopted by the Mason City Council

March 4, 2013

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APPENDICIES

Appendix A – Maps

Appendix B – Public Notices/Public Input Documents

Appendix C – Organizational Charts

Appendix D – Resolution Approving the Plan/Transmission Letters

I. COMMUNITY DESCRIPTION

This section includes descriptions of the community location, population characteristics, and employment opportunities.

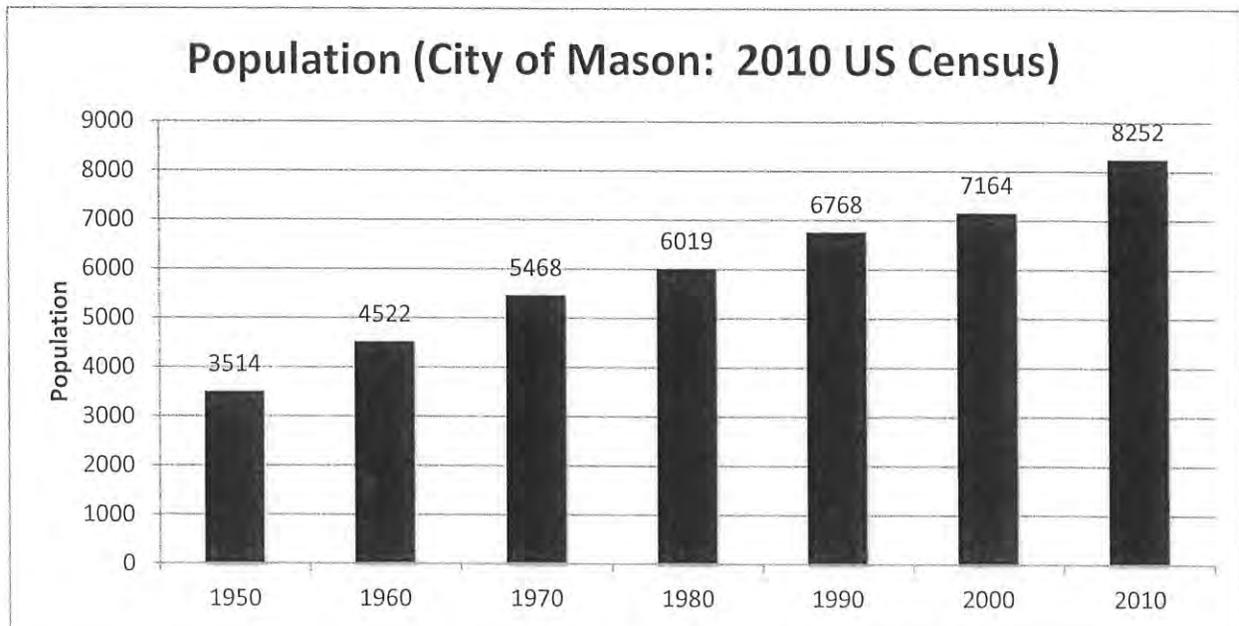
A. Community Location

The City of Mason is the county seat of Ingham County located approximately 14 miles south of the City of Lansing, measured from city center to city center, and 30 miles north of Jackson, on I-127. The City is approximately 5.2 square miles in size. The Mason Public School District encompasses a much larger land area, which encircles the City of Mason. The City's corporate boundaries and the Mason Public School District boundaries are provided in the appendix of this plan.

B. Population

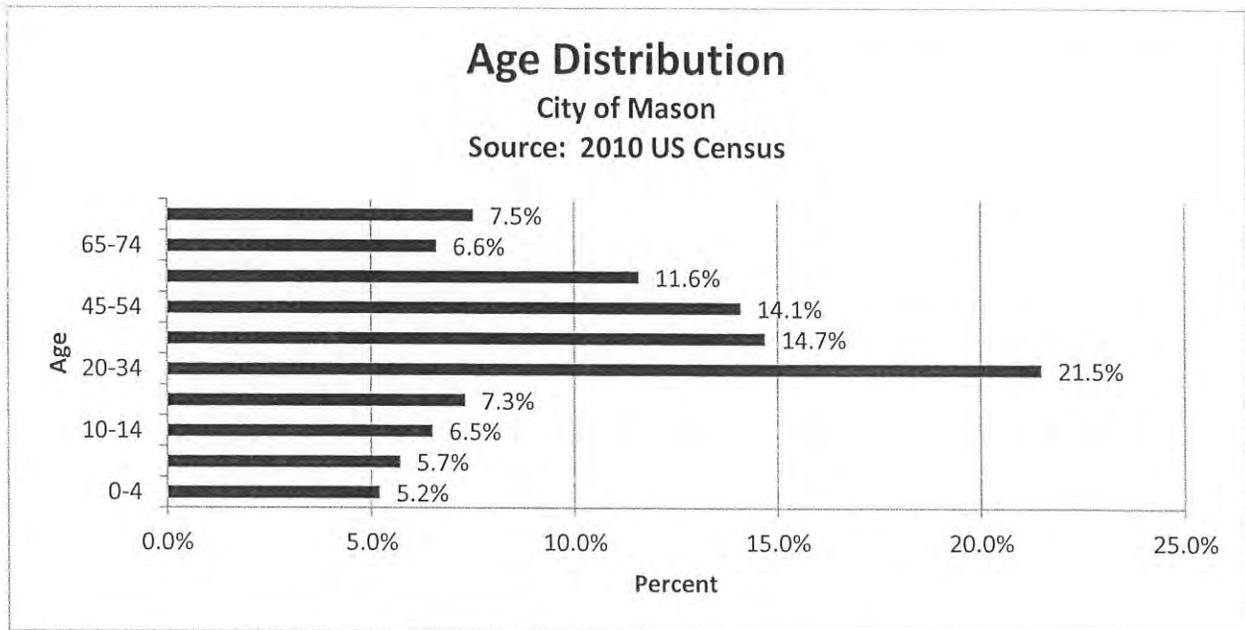
The population for the City of Mason, based on the 2010 United States Census, is 8,252 persons. This is an increase of 1,538 persons from the 2000 Census data of 6,714. In 2002, the City won an appeal to the Census Bureau, which increased the official 2000 population to 7,164. However, all demographic statistics represented in this plan are based on the 2010 Census data.

According to the 2010 School District census data, the population of the Mason School District is 17,918 and resides in 6,671 households. This population provides for a student enrollment of 3,057 for the 2012-2013 school year. The chart below depicts the changes in the city's population since 1950 referenced from census data and the 2010 census.



C. Age Distribution

The following chart gives the age distribution of the residents. Due to an increase in life expectancy, the percentage of the population 65 years and older has increased by 0.7% since the 2000 census estimate and is expected to continue to do so. The median age for the City of Mason is given as 37.8. The distribution of the sexes within the total city population based on the 2010 U.S. Census data is 4,192 males and 4,060 females which equates to 50.8% males to 49.2% females. These relationships have been illustrated in the charts which follow.



D. Employment Trends

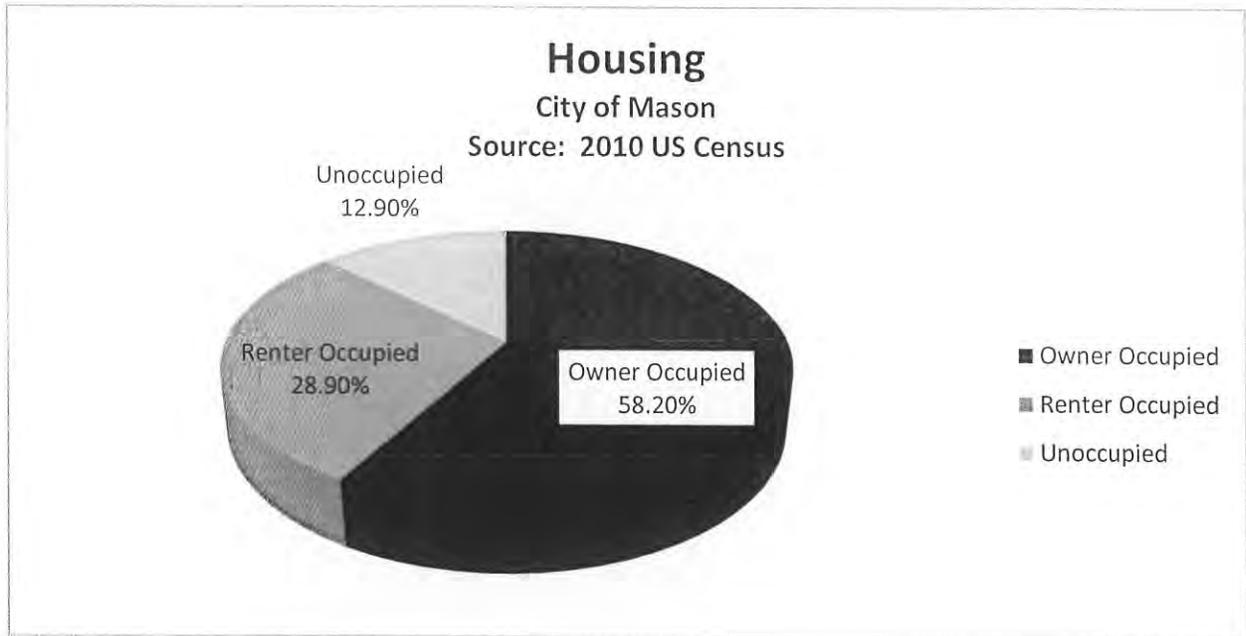
Mason citizens are employed by local businesses as well as businesses in the cities of Jackson and Lansing. Main employers within the Lansing area include the State of Michigan, Michigan State University, and General Motors. Within the Mason Community, the following employment opportunities are available. All employment demographics were provided by the Mason Chamber of Commerce. One major change from the last recreation plan update in 2008 was the closing of INCO Graphics on Ash Street across from the Mason City Hall.

Business	Employees	Nature of Business
Dart Container Corporation	1,140	Manufacturers of Foam Products
County of Ingham	600	County Government
Meijer	400	Grocery/Retail
Lear Corporation	175	Manufacturers of Car Seats
Mason Public Schools	367	Education
Ingham Intermediate School	350	Special education & career skills programs, admin. responsibilities for all public schools
Gestamp	300	Manufacturers of Auto Parts
Michigan Packaging	105	Manufacturers of Corrugated Sheets
Dart National Bank	80	Banking
Dart Energy Corporation	75	Oil Exporting

Data from Mason Area Chamber of Commerce, October 2012 or direct contacts to businesses

E. Households

According to the 2010 U.S. Census, the City of Mason has 3,657 total housing units. Of these total housing units, 2,130 or 66.8% are owner occupied units with a median dollar value of \$128,700. This is an increase in the vacancy rate of about 8% from the 2010 census, presumably as a result of the declined housing market. This breakdown is illustrated in the pie chart which follows.



F. Race/Ethnic Groups

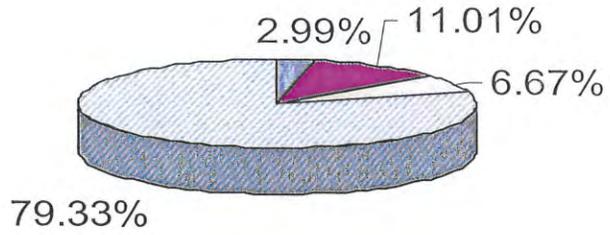
Information regarding the race of the population is available from the 2010 U.S. Census. Of the 8,252 residents, the following racial distribution was recorded. This information states that 7,625 people or 92.4% identified themselves as Caucasian. The remaining 7.6% of the population is broken down as 454 people or 5.5% as African American, 66 people or 0.8% as American Indian/Alaskan Native, 206 people or 2.5% as Asian or Pacific Islander, and 66 people or 0.8% identified themselves as “other.”

G. Population with Disabilities

Information regarding the portion of the population with disabilities is available from the 2010 U.S. Census data. This information states that of the population age 5 to 20 years, 2.99% have a disability, of the population age 21 to 64, 11.01% have a disability, and of the population age 65 and over, 6.67% have a disability. Of the people age 21 to 64 with a disability, 70.5% are employed. Overall, this is a total of 1,388 people or 20.67% out of the city’s population of 8,252. This distribution can be seen in the following pie chart.

Population with Disabilities

Source: 2000 U.S. Census



■ 5 - 20 ■ 21 - 64 □ 65 + ▨ without a disability

II. PHYSICAL CHARACTERISTICS

This section provides the basic description of the Mason community including water resources, soils, topography, vegetation, transportation routes, existing land use, and historic resources.

A. Land Use Patterns and Zoning

The predominant land use within the City of Mason is residential. Commercial development is generally located in the central business district characterized by the courthouse square and along Cedar Street between the expressway interchange and downtown area. Commercial development has expanded south towards Kipp Road. Industrial development is concentrated in the northwest and southeast corners of the City. A current Zoning Map appears in Appendix A of this plan.

B. Topography

The Soils Map also briefly describes the general characteristics of the terrain as basically nearly level to rolling. The City of Mason is a relatively flat region of land with small rolling hills. The second highest hill in the county is located in Vevay Township, four miles east of Mason on M-36. Outside and within portions of the City, the Mason Glacial esker provides for greater topographic relief.

C. Water Resources, Fish, and Wildlife

The main water resource for the City of Mason is the Sycamore Creek and its two small tributaries Willow Creek and Rayner Creek. A few small ponds and water filled gravel pits are also present within the City. Most of these ponds exist on public property and offer passive recreation opportunities including fishing from the banks but are not used for public swimming or drinking water. A Wetland Map identifying existing water resources is shown in Appendix A of this plan.

D. Soils and Vegetation

Soils within the City of Mason are primarily comprised of two major soil classifications. Marlette-Capac-Owosso association is a loamy soil, which varies from well drained to somewhat poorly drained. The second association, Oshtemo Houghton-Riddles is comprised of sandy, loamy, and muck soils, that varies from well drained to somewhat poorly drained. A Soils Map for the City of Mason is shown in Appendix A of this plan.

The vegetation within the City is primarily urban-planted. The surrounding land is comprised to the greatest extent with agricultural lands. The City of Mason is recognized with a "Tree City U.S.A." designation.

E. Transportation Systems

The main transportation routes to and from the City include U.S. 127 expressway

allowing travel between the Cities of Jackson and Lansing and Cedar Street (M-36), which provides access to Holt and Dansville. Access to the north is provided by Okemos Road and Hagadorn Road, which provide access directly to Okemos and East Lansing, respectively. The major transportation routes and secondary streets are shown on the Transportation Map in Appendix A of this plan.

Mason-Jewett Airport is a general aviation airport and provides transportation alternatives. Rural Capital Area Transportation Authority (CATA) is available for all residents; CATA buses also provide service to Lansing. Walkability within the city has been a priority. Pedestrian and bicycle transportation is available along Hayhoe Riverwalk as well as on the required sidewalks on nearly every street.

F. Climate

The City of Mason and the surrounding area enjoy a varied climate without many extremes. The City enjoys the full four seasons and the many recreation activities that revolve around them.

January Average Minimum	15F./-9C.
January Average Maximum	29F./-2C.
July Average Minimum	59F./15C.
July Average Maximum	82F./28C.
Average Annual Rainfall	29 in./74 cm.
Average Annual Snowfall	39 in./99 cm.
Days Below 0°F or -18C	9 days
Growing Season	148 days

III. ADMINISTRATIVE STRUCTURE

This section contains a description of the formal structure of the City of Mason and Mason Public Schools. The description includes a discussion on the basic structure, general fund budgets, staff and organization charts. The School and City interface through the joint use of facilities while maintaining independent budgets and administrative structures. In addition, the City of Mason has continued to seek increased collaboration with surrounding Vevay, Delhi, Aurelius and Alaiedon townships, both formally and informally. Some district school facilities are also located in Aurelius and Alaiedon Townships.

A. Role of Commission(s) or Advisory Board(s)

There are no formal commissions or advisory boards serving the City with respect to the recreation plan. The plan is created by the Zoning and Development Department as described in Sections V and VII. The plan is administered by the direction of the City Administrator. The plan is presented to the City Planning Commission, City Council and the Mason Public School Board.

B. Staff Description

The Recreation Plan has been prepared by the Zoning & Development Department. Management, care and maintenance of City owned recreation facilities are provided by the City of Mason Cemeteries, Parks and Forestry Division. The Superintendent of the Parks, Cemeteries, and Forestry Division is responsible for reporting to the Director of Public Works. A city administration organizational chart is located in Appendix C of this plan.

Those providing staff for programs is a combination of volunteers from the many athletic organizations and employees of the Mason School District. The City's policy has been to provide facilities and rely on volunteers and non-profit organizations for programming.

C. Annual Budget and Current Funding Sources

Maintenance of the City parks is provided by the Cemeteries, Parks and Forestry Division. Funding is provided by the general fund budget. For the 2012-13 fiscal year, the general fund appropriation totaled \$356,840. In addition, \$8,010 is budgeted for the senior citizens club, and \$8,045 is budgeted for the Mason Branch Library. The total spent in all areas comes to \$372,895. The total general fund budget for the City is \$5,689,915.

The City of Mason is a Council-Administrator form of local government. The City Council is a publicly elected body of seven members with one member acting as the mayor. The Council is responsible for approving annual budgets and setting policies for the expenditure of funds. To facilitate the operation of the City, the Council appoints the City Administrator and City Attorney. All department heads and City employees are under the direction of the City Administrator. A graphic organization chart appears in

Appendix C of this plan.

The administrative structure for Mason Public Schools is headed by the publicly elected Board of Education. The Board of Education approves the yearly budgets and sets policies for implementation. Implementation of the budget and policies is the responsibility of the Board appointed Superintendent. The Superintendent is responsible for administering all staff members of the School District. Maintenance of the facilities is the responsibility of the Buildings and Grounds staff.

The annual budget for the School District for the 2012-13 fiscal year totals \$26,455,865. Funding for community and school recreation, as stated in the Mason Public School's annual budget, is \$79,893. Total combined funding for community recreation from both the school district (\$79,893) and the city budget (\$372,895) is \$452,788.

D. Role of Volunteers

Mason has utilized many different groups to help with, or in some cases, complete tasks without the use of public funds. Without the generous donation of time and money from various groups within the city, many projects and programs would not be possible.

1. Boy and Girl Scouts of America

Mason is a proud sponsor of the Boy Scouts and their Eagle Scout projects. Many of these projects were paid for by private donations, including; replacing two bridges over the county drain in Laylin Park. The city plans on working closely with the Scouts to repair the fishing docks in the near future. Another 2012 Eagle Scout project completed a set of benches in Rayner Park.

2. Mason High School

Students from Mason High School pitch in to stain the Rayner Park play-scape as well as spread mulch around the area. Since the City has taken ownership of the Park from the County, students from the school have also repainted the lines on the basketball court with the city providing the paint and equipment.

3. Community Groups

The City of Mason uses other groups for service to the community. Each year, a group of interested community youth, volunteer to paint the metal rails at the Bond Skate Park. This same group also will pick up trash around the park and put it in containers for the employees to remove. Many people have completed their community service time obligations by volunteering to work for the City. Many volunteers have also been involved with summer youth sports camps, programs, and Saturday youth basketball. The Nazarene church, on a volunteer basis, also offers after school youth basketball and cheerleading programs for the community. The volunteer fire department is involved with the annual 4th of July firework display at the Ingham County Fairgrounds as well as various parades throughout the seasons. A variety of community education and recreation programs are offered through the school district to district residents, (e.g. dance, crafts, and cooking) each class is taught by volunteers. A lot of time and donations were provided to the city by community citizen, George Hayhoe, who helped

develop and fund the Hayhoe Riverwalk trail project through the city.

5. Mason American Legion

Every year in May, the Mason American Legion places flags on flag holders for every deceased U.S. veteran in Maple Grove Cemetery. Every veteran, whose grave is marked with a veteran's marker, is entitled to a flag, which adds to the beauty of this cemetery. Maple Grove Cemetery is on the National Register of Historic Places. They also promote city wide a flag display program for eight nationally recognized days to fly our national flag.

The Browne - Cavender American Legion Post 148 has initiated an arts sculpture program, creating eight sculptures recognizing the branches of our national defense, representing eight wars.

6. Individual Volunteers

Since the City of Mason has taken over the 60 acre Rayner Park, Cemeteries, Parks and Forestry Staff have been cut in half due to budget cuts. To help alleviate the workload many citizen volunteers have stepped up to maintain Rayner Park. We have also seen citizens step up with other volunteer projects, positively impacting the Hayhoe Riverwalk, Sycamore Creek and Griffin Park. The Rayner Park Rally Club has also been very active and invaluable with maintenance and upkeep of Rayner Park.

E. Relationships with Other Agencies

City staff communicates with numerous recreation providers in the area. This includes the Mason School District, Ingham County Parks Department, non-profit athletic organizations, religious institutions, private donors, and community service organizations. The City is working cooperatively to create and provide a balance structure of facilities and programs community wide. These organizations provide valuable input and feedback on the many existing facilities as well as providing suggestions for improvements and ongoing maintenance.

Our relationship with our public school system is quite positive. Currently staff is exploring the possibility of an eastern loop linear park that would utilize their property, as well as Rayner Park, for a portion of the trail. Additionally, we surveyed nearly 200 students asking them what they would like to see in Mason that currently does not exist. Overwhelmingly, they reported back to us that a movie theater would be a welcome addition to the entertainment side of recreation. We look forward to exploring this possibility.

Staff is attending Heart of Michigan Trails and Greenways Partnership meetings to keep abreast of current trails projects in the greater regional area. Staff is also keeping in close contact with Delhi Township regarding their trail extension plans, so we may coordinate connectivity with them, Alaieton and Vevay Townships.

Ingham County Fairgrounds are located within city limits. The fair in late July attracts thousands for livestock shows, carnival, auto races, equestrian shows and more.

Weekend or off season events are also a large part of the fairgrounds. Among others these events include career days, horse shows, 4-h events, rv shows, and various sale events. Collaboration with the fairgrounds is important in providing for out of town visitors.

IV. RECREATION INVENTORY

A. Recreation Opportunities within the Community

The recreation Inventory provides a description of existing recreation opportunities, both public and private, for Mason residents. The City of Mason maintains eight public parks. The following table provides a description of the recreation options available in each park. A Recreation Areas Map identifying park locations is included in Appendix A of this plan.

The inventory was accomplished by conducting interviews of the Mason Cemetery Parks and Forestry Division, Mason School Athletic Director, Ingham County Parks Director, as well as observing the parks directly.

1. Public Properties/Facilities

**Inventory of Public Properties/Facilities within the
Community's Political Boundaries**

Property	Park Type*	Service Area**	Acres	Description/Facilities	Access- ibility Rating+
Laylin Park	NP	CQ	7.2	<ul style="list-style-type: none"> • Two stocked fishing ponds w/ fishing docks, catch/release • Picnic shelter, restrooms, picnic tables, grills, playground equipment • Used for small group and family picnics • City owned 	2
Lee Austin Park	NP	N	0.9	<ul style="list-style-type: none"> • Sycamore Creek • Picnic tables, grill, workout equipment • Hayhoe Riverwalk Trail • City owned 	3
Hayes Park	CP	VS	9.22	<ul style="list-style-type: none"> • Lighted softball field, basketball court, two tennis courts, sledding hill, playground equipment • Shelter, restrooms, picnic tables, grills • City owned 	2
Bond Park	NP/SU	N	5.3	<ul style="list-style-type: none"> • Lighted softball field, skateboard park, roller hockey rink • Drinking fountain, restrooms • Rayner Creek • City owned 	3
Griffin Park	NP	N	0.65	<ul style="list-style-type: none"> • Historical markings, landscape 	3

				<ul style="list-style-type: none"> plantings, picnic table, gazebo • City owned 	
Bicentennial Park	SU	VS	2.27	<ul style="list-style-type: none"> • Pink school house, serves as one of Mason Historical Society museums • City owned 	3
Maple Grove Park	NRA	CQ	5.2	<ul style="list-style-type: none"> • Undeveloped property • Sycamore Creek • Used for nature walking • City owned 	n/a
Rayner Park	CP	EC	62	<ul style="list-style-type: none"> • Playground, one large soccer playing field, one small soccer practice field, basketball court, one baseball field, picnic shelter, picnic tables, grills, nature area • City owned 	3
Ingham County Fairgrounds	SU	EC	71.5	<ul style="list-style-type: none"> • Fairgrounds & associated buildings, grandstand, indoor riding arena • Pavilion, picnic shelter, & camping facilities for participants 	Not Audited
Hayhoe Practice Field	PP	VS	--	<ul style="list-style-type: none"> • One practice soccer field 	1
Hayhoe Riverwalk Trail	PT	VS	1.1 miles	<ul style="list-style-type: none"> • Nature walk/trails 	4
Mason Public Library	--	VS	--	<ul style="list-style-type: none"> • Branch of Capitol Area District Libraries • Public computers 	2
Mason City Hall Community Room	--	VS	--	<ul style="list-style-type: none"> • Senior citizen activities location • Open for public use by reservation 	3

*Park types: NP(Neighborhood Park), CP(Community Park), NRA(Natural Resource Area), SU(Special Land Use), PP(Private Park), PT (Park Trail)

**Service area: N(Neighborhood), CQ(City Quadrant), VS(Village/Surrounding Townships), EC(Entire County)

+ Accessibility Rating (see Section IV(D) on page 18 for a detailed description of each park)

2. School Properties/Facilities

The Mason Public Schools has seven school sites. The locations of the sites have been identified on the Mason Schools map located appendix A of this plan. All of the sites are available for public use daily. There are restrictions during the school day; however, facilities available to the public at each school location and the size of the site in acres have been summarized in the following table.

**Inventory of Public School Properties/Facilities within the
Community's Political Boundaries**

	Mason Public School Facilities						IISD**
	Alaiedon	Jim Harvey Center	North Aurelius	Steele	Middle School	High School	
Acreage	10	10	10	10	28	51	
Playground Equipment	✓	✓	✓	✓	--	--	✓
Softball Diamond	--	1 T-ball	2	--	2	1 varsity 2 practice	--
Baseball Diamond	--	--	--	--	1	1	--
Tennis Court	--	--	--	--	--	8	--
Volleyball	--	--	--	--	3 Sand Indoor/Gym	Indoor/ gym	--
Football Field	--	--	--	--	1 Playing*	1 Playing*	--
Soccer Field	--	--	1(Owned by Eastside soccer)	--	1Practice	1 Playing* 1 Practice	4 prac.
Regulation Gymnasium	--	--	--	--	✓	2 – 90% not available to public	--
Basketball	2: ½ indoor 1: full indoor	--	2 outdoor 1 indoor	1outdoor 1indoor	2: ½ courts outdoor	--	--
Pool	--	--	--	--	--	1 for occasional public use	1 for occasional public use
Track	--	--	--	--	--	1	--

* Fields not available during the school year

** Ingham Intermediate School District

3. Private Properties/Facilities

Due to the City's location 14 miles south of the City of Lansing, the Mason Community enjoys many opportunities available in Lansing including Potter Park Zoo and Michigan State University for athletic and cultural events. Facilities in closer proximity within Mason Public School District are listed in the table below.

**Inventory of Private Properties/Facilities within the
Community's Political Boundaries**

Property	Acreage	Description/Facilities
Mason Bowling Center	--	<ul style="list-style-type: none"> • Twenty four bowling lanes, two sand volleyball courts, large banquet room, restaurant
El Dorado Country Club	--	<ul style="list-style-type: none"> • Twenty seven hole public golf course
Branson Bay Golf Course	--	<ul style="list-style-type: none"> • Eighteen hole public golf course
Eage View Golf Course	--	<ul style="list-style-type: none"> • Eighteen hole public golf course
Ironwood Links Golf Course	--	<ul style="list-style-type: none"> • Eighteen hole public golf course
Michigan Trap Shooting Association	--	<ul style="list-style-type: none"> • Private trap shooting club
Eden United Brethren Church	6	<ul style="list-style-type: none"> • Baseball field, open area
Mason First Church of the Nazarene	--	<ul style="list-style-type: none"> • Two indoor basketball court
First Community Church	--	<ul style="list-style-type: none"> • One basketball court
St. James Catholic Church	--	<ul style="list-style-type: none"> • One large soccer field • One small soccer field • One small baseball/softball field
Mason Area Historical Museum	--	<ul style="list-style-type: none"> • Display rooms library, and auditorium
Steam Engine & Threshers Association Property	--	<ul style="list-style-type: none"> • Field used to display antique steam engines and threshers during annual event
Spartan Speedway	--	<ul style="list-style-type: none"> • Quarter mile paved motor-sports racetrack facilities
Jewett Field Airport	--	<ul style="list-style-type: none"> • Air shows, flying lessons

B. Recreation Opportunities outside the Community

**Inventory of Public Properties/Facilities Outside the
Community's Political Boundaries**

Property	Acreage	Description/Facilities
Vevay Township Hall	7.8	<ul style="list-style-type: none"> • Playground, baseball field, soccer field, shelter, picnic tables, grills
McNamara Landing	6	<ul style="list-style-type: none"> • Aurelius township park • Picnic facilities
Aurelius Township Hall	--	<ul style="list-style-type: none"> • Two baseball/softball field • Playground • Walking/running path

William Birchfield Park/Riverbend Natural Area	210	<ul style="list-style-type: none"> • Cross country skiing, trails, canoe rental, swimming, picnic facilities, restrooms
Alaiedon Township Hall	--	<ul style="list-style-type: none"> • One baseball/softball field, One swing set
Dansville State Game Area	--	<ul style="list-style-type: none"> • Owned by Mich. Dept. Nat. Resources as natural area
YMCA	--	<ul style="list-style-type: none"> • Lansing establishment, health club, 8 miles from Mason
Michigan Athletic Club	--	<ul style="list-style-type: none"> • East Lansing establishment, upper-scale health club, 11 miles from Mason

C. Description of Opportunities for Senior Citizens

The senior citizen programs are held weekly in the Community Room of City Hall. They hold a variety of activities to spark the body and mind. The biggest plus to the program is the fellowship it provides. Activities include meals, music, speakers, movies, trips, and card playing. The Ingham Intermediate School District also offers a warm water pool which is an excellent exercise opportunity for senior citizens, especially those who suffer from arthritis.

D. Evaluation of Accessibility of Existing Facilities

State and federal law guarantees the civil rights of individuals with disabilities to enjoy the opportunity to obtain full and equal utilization of public accommodations and services. This plan is intended to meet and exceed the requirements for accessibility for the disabled.

The City of Mason does not discriminate on the basis of disability in the admission, access to, treatment, employment in, its programs or activities. Kathy Revels has been designated to coordinate compliance with the non-discrimination requirements contained in section 35-107 of the U.S. Department of Justice regulations. Information concerning the provisions of the American with Disabilities Act, and the rights provided there under, are available from the ADA Coordinator.

The following is an individual assessment of each of the City's parks. The following accessibility rating was used to rate each park and can be seen with the recreation inventory.

- 1 = none of the facilities/park areas meet accessibility guidelines.
- 2 = some of the facilities/park areas meet accessibility guidelines.
- 3 = most of the facilities/park areas meet accessibility guidelines.
- 4 = the entire park meets accessibility guidelines.
- 5 = the entire park was developed/renovated using the principles of universal design.

1.Laylin Park

Parking – Parking is provided in this park. There are approximately 25 parking spaces

available at this park. One van-accessible space is located at the main walking path entering the park. Transition from the parking lot to the main path entering the park is smooth and without obstruction.

Accessible Route - The first and second observation pier meet this requirement. The path throughout the park is level, smooth, and free of obstructions. A sidewalk was recently installed allowing for easy access to the playground.

Restrooms - There is a three-inch rise entering both of the restrooms. This rise exceeds the maximum allowable height under the ADA guidelines. The doors meet the width requirement. Sink clearance and knobs pass the closed fist standard. Toilets have grab bars mounted behind the toilet, as well as on the side wall.

Pavilion - The path leading to the pavilion is smooth, level and free from obstructions. The area provides ample maneuvering space and clearance for a person using a wheelchair. The path which runs through the park has an unobstructed connection to the pavilion floor.

The overall assessment score for Laylin Park is 2.

2. Bond Park

Parking - There are 70 parking spaces at Bond Field. Under the ADA requirements, there should be three barrier free parking spaces. With each space being 96 inches wide, two spaces could adjoin a 96-inch access aisle. This would meet the criterion for a van accessible parking space. Signs should then be mounted at a height of 80 inches.

Accessible Route - There is a curb cut, leading from the sidewalk to the parking lot. However there is no curb cut from the parking lot to the softball fields and no sidewalk adjacent to the field.

Bathrooms - There are internal pathways at the west side of the park from the existing street sidewalk system on Okemos Street leading to the restrooms. The bathroom stall does not meet width requirements. However, sinks, door entrances, and grab bars meet the minimum standards for access.

The overall assessment score for Bond Park is 3.

3. Hayes Park

Parking – Hayes Park has two entrances. There are 141 parking spaces total in two parking areas. Each separate parking area has one van-accessible parking space. ADA requires that there be a minimum of five barrier-free spaces, where one is a van space.

Accessible Route – There are two curb cuts, one at each end of the park. A sidewalk was recently installed allowing easy access to the playground. Additional sidewalks should be installed for access to the softball field, tennis, and basketball courts.

The overall assessment score for Hayes Park is 2.

4. Senior Citizens Programs Held At City Hall

Parking - There are currently three parking spaces reserved for barrier free parking. This adheres to the ADA requirement. Parking spaces are adequately signed. The current spaces are in close proximity to the ramped exit at the front of City Hall.

Accessible Route - The sidewalks around City Hall have curb cuts, which allow access from the street and adjoining areas. The front entrance to City is sloped and is within ADA guidelines. Railings are sufficiently mounted. The doors meet width requirements, the handles pass the closed fist standard, and the threshold are within the allowable range. The front door has handicap accessible automatic door openers. The foyer allows sufficient clear floor space between the doors.

Restrooms – The restrooms at Mason City Hall are fully ADA compliant and are appropriately signed as required by the ADA. There is sufficient clear floor space within the restrooms to allow maneuverability. Restrooms are now located 50 feet from the community room where senior activities are held.

Community Center – The community room in the new City Hall is a tremendous improvement over the basement facilities in the old City Hall. The community room that houses senior activities every Thursday is now on the first floor in the city council hearing room. All door handles pass the closed-fist test and doors are double wide to accommodate any size wheelchair or walker.

The overall assessment score for City Hall community room is 5.

5. Library

Many of the same issues experienced at the old City Hall facilities are also observed at the Library. Bathrooms, narrow doorways, etc. are not consistent with ADA requirements. The Library facility was built in the early 1930's and would be very costly, and in many cases, infeasible to retrofit to current ADA requirements. The Capital Area District Library (CADL) and the City of Mason are currently working on alternative locations for a new library facility. The City has the obligation of providing land and CADL has the obligation to provide the facility. It is anticipated that a new facility will address the current ADA shortcomings of the facility.

The overall assessment score for Mason Public Library is 2.

6. Rayner Park

Parking – There are 246 spaces throughout the park on its one-way access drive. Most of the spaces are in the back where the soccer fields are located. Van-accessible space is abundant as there are no parking lines but accessibility is greatest near the playground and pavilion due to sidewalk availability. Transition from the gravel parking spaces to the sidewalk at these 2 locations is smooth as there is less than a one inch difference between the gravel parking surface and the paved sidewalks.

Accessible Route – The path throughout the park is level and without obstruction; this includes the nature trail in the back of the park. About 20 parking spaces along the back of the park are at an incline but not to the point of restricting any vehicle access. A side walk leading to the playground area is wide enough for 2 wheelchairs at 60 inches, and the incline up to the playground is within ADA guidelines. The sidewalk leading to the 200 person pavilion is 48 inches wide but has a passing siding located halfway between the parking area and pavilion floor. This distance is about 80 feet in total.

Restrooms – There is one restroom facility. The door thresholds do not meet ADA requirements as they are about 2 inches from the sidewalk to the restroom floor. The stalls meet the 56 inch depth requirement by ADA and all the door handles and restroom hardware pass the closed-fist rule. There are grab handles on either side of the designated handicap stalls but there are no grab handles behind the toilets.

E. Implementation Plan

To make the indicated ADA improvements, we need to continue to follow-up with budget resources. The City Administrator will direct department heads to include in the current fiscal years budget financial consideration to meet these needs. We will factor ongoing evaluations to continue meeting the needs and requirements of citizens' needs and the law.

F. New Facilities and Programs

For any new facilities, the engineering and design phase will have barrier-free review. Newer design standards include these factors and the City will insure that the design work is inclusive. This will be overseen by the City Engineer and the City Administrator. Input from those with special needs will be requested. The input will be at the beginning of the project to be as inclusive as possible. Specialized professional input will be sought. These assist the City with a level of expertise as well as consistency while evaluating different sites and facilities. The City of Mason Title VII Coordinator is Kathy Revels, Finance Director/Treasurer, City of Mason, 201 West Ash St. Mason, MI 48854, (517) 676-9155.

G. DNR Recreation Grant Inventory

The following table includes an inventory of all parks/facilities that were acquired through Michigan grant funds, along with the status of the current condition of each park.

DNR Recreation Grant Inventory

Park Name	Grant #	Year	Amount Funded	Constructed Items	Current Condition
Hayes Park	26-01060	1978	55,332	<ul style="list-style-type: none"> • 1 Baseball field • Landscaping • Fencing • 2 Tennis courts • Pavilion 	All elements are in use and functional.
School Tennis Courts	26-00888	1979	10,000	<ul style="list-style-type: none"> • 2 Tennis courts 	In use and functional.
Bond Skate Park	CM00-315	2000	179,000	<ul style="list-style-type: none"> • Site grading • Fencing • Lighting • Concrete Skating Surface • Landscaping 	All elements are in use and functional.

V. DESCRIPTION OF THE PLANNING PROCESS

A. Discussion of the Plan Development Process

The City of Mason and the Mason Public School District provide for the majority of recreation facilities in the Mason community. However, numerous churches and private facilities provide for a wider range of activities, such as soccer fields, golf courses and other recreation activities. Schools, churches, clubs and associations reflect the organized sports and activities traditionally established and the City maintains parks and facilities throughout the community.

Initial staff meetings were held to discuss the preparation of the plan. It was determined that a combination of public workshops, personal invitations for input, and high school aged citizens were the most appropriate means to gather input. Results of the community workshops were tallied. Goals and objectives were formulated from the “prouds” and “sorries” exercises and projects were identified from the “gaps” exercise. Attendees were given the opportunity to prioritize the identified “gaps”.

B. Description of the Key Persons Involved In the Process

The Zoning and Development Director, David Haywood, oversees the public meetings, and pursued discussions regarding the Recreation Plan. Management Fellow Nathan Henne was involved in the public input process, various meetings, and gathering information and completing the recreation plan. City Administrator/Public Works Director Martin Colburn also provided support and information throughout the process. Other recognizable contributors involved in the public participation meetings and the youth survey through Mason High School are listed in the public input section; section VI of the plan. Lists of participants whom attended public input meetings are listed in Appendix B.

VI. DESCRIPTION OF PUBLIC INPUT PROCESS

A. Overall Description of Public Input Process

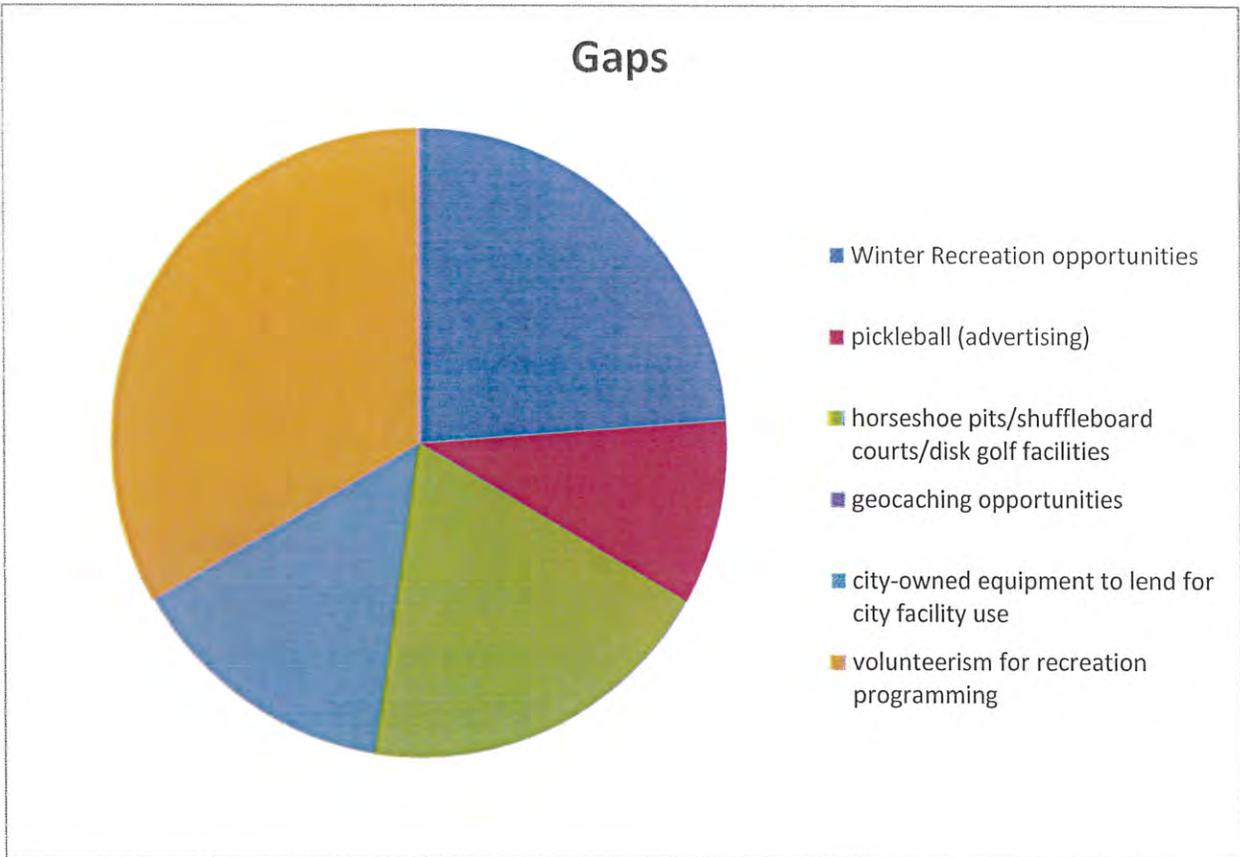
The public input process involved two community workshops and a youth survey distributed to 180 high school students of the Mason Public School District. The workshops were advertised on the city's website. Personal e-mail invitations were sent to community stakeholders and persons with a demonstrated interest in recreation activities. The community workshops were held at the Mason City Hall community room located at 201 W. Ash Street, Mason, Michigan on June 21st and 28th, 2012.

A draft of the plan was made available to the public for the 30 day review period on December 30, 2012. A public hearing on the request was noticed and held at the City Council's regular meeting of February 4, 2013, with testimony given and public comment solicited.

B. Description & Results of Community Workshop Meetings

Each of the workshop dates described above was split into three distinct exercises, "prouds", "sorries", and "filling in the gaps". In the "prouds" and "sorries" exercises, we asked attendees to describe what they liked (proud) and disliked (sorry) about the city. The feedback received in these two exercises will be used to develop goals and objectives in achieving the identified "gaps". Attendees were also asked to identify recreation activities that are lacking "gaps" in the community. Eight people attended the June 21st meeting and nine people attended the June 28th meeting, with a total attendance of 17.

All "gaps" identified by the attendees were written on a bulletin board where the group could easily see them. Each attendee had an opportunity to cast three votes to mark the identified "gaps" that were most important to them. The results were tallied, and the "gaps" receiving the highest vote count include cultivation of volunteers for recreational programming and the availability of winter recreation opportunities. The following charts show the "prouds," "sorries," and "gaps" identified at each workshop.

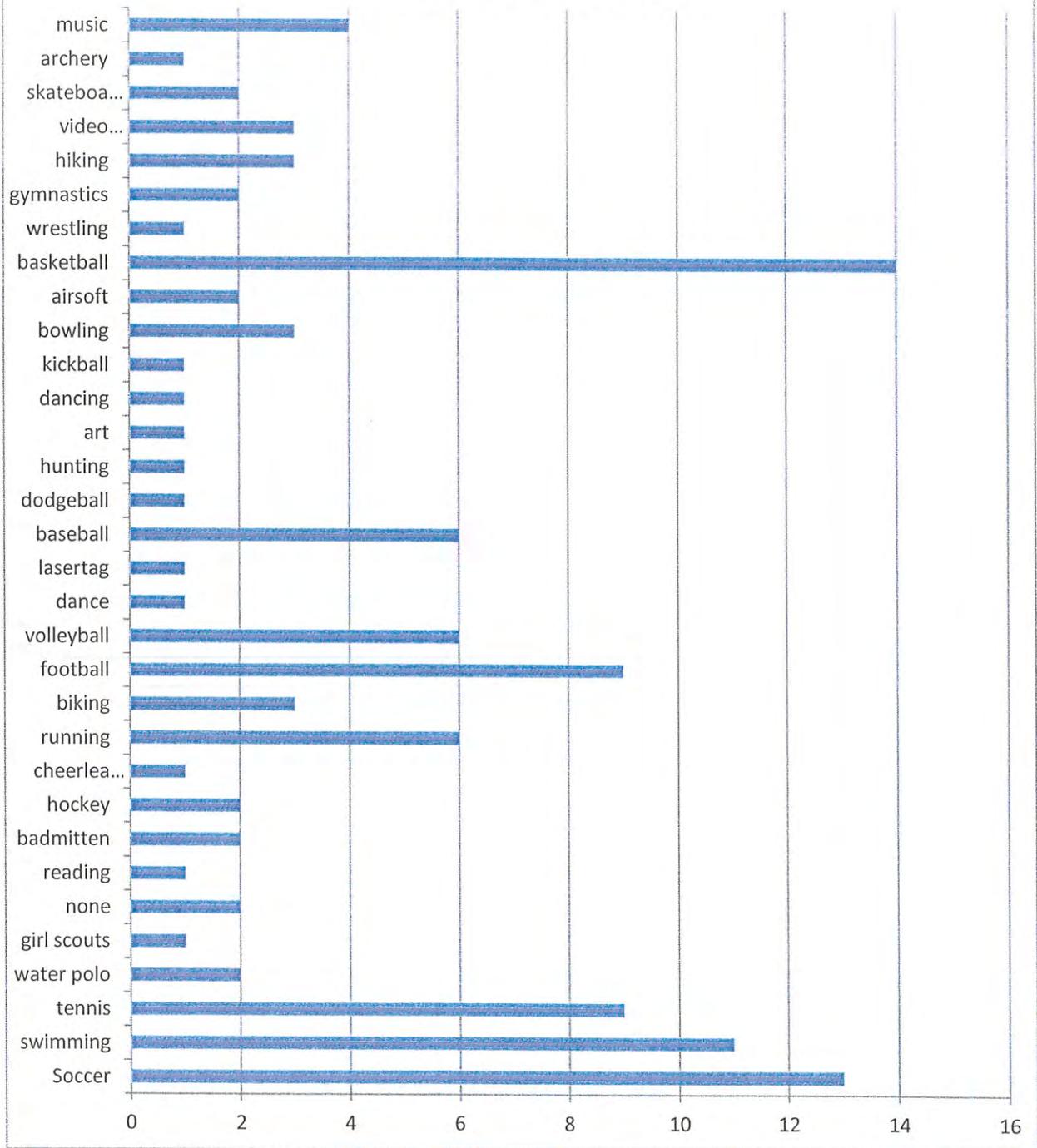


C. Description & Results of Youth Survey

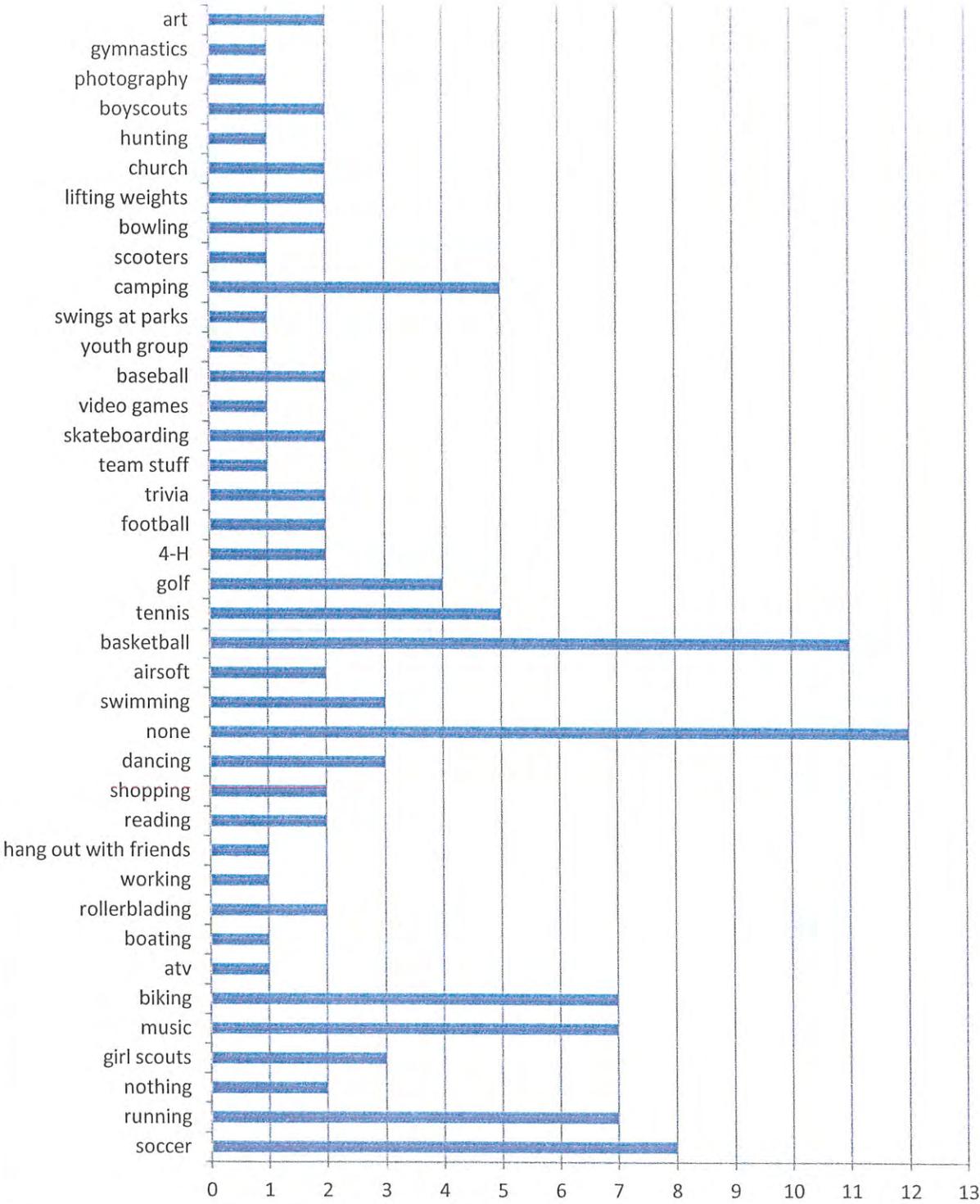
One hundred and eighty surveys were given to seniors at Mason Public High School with the overall goal of achieving the youth's opinion of community recreation opportunities. An additional fifty surveys were provided for any students who did not receive a survey and wanted to provide input. A total of ninety one surveys were returned with responses. The survey consisted of 5 open ended questions and can be seen in Appendix B. The questions and results are below.

1. What is your favorite sport/recreation activity?
2. What type of recreation activities are you involved in outside of Mason Public Schools?
3. What recreation facilities do you enjoy most in the City of Mason?
4. What types of improvements and/or additions would you like to see in community recreation? In what areas of recreation is the city lacking?
5. Any other comments?

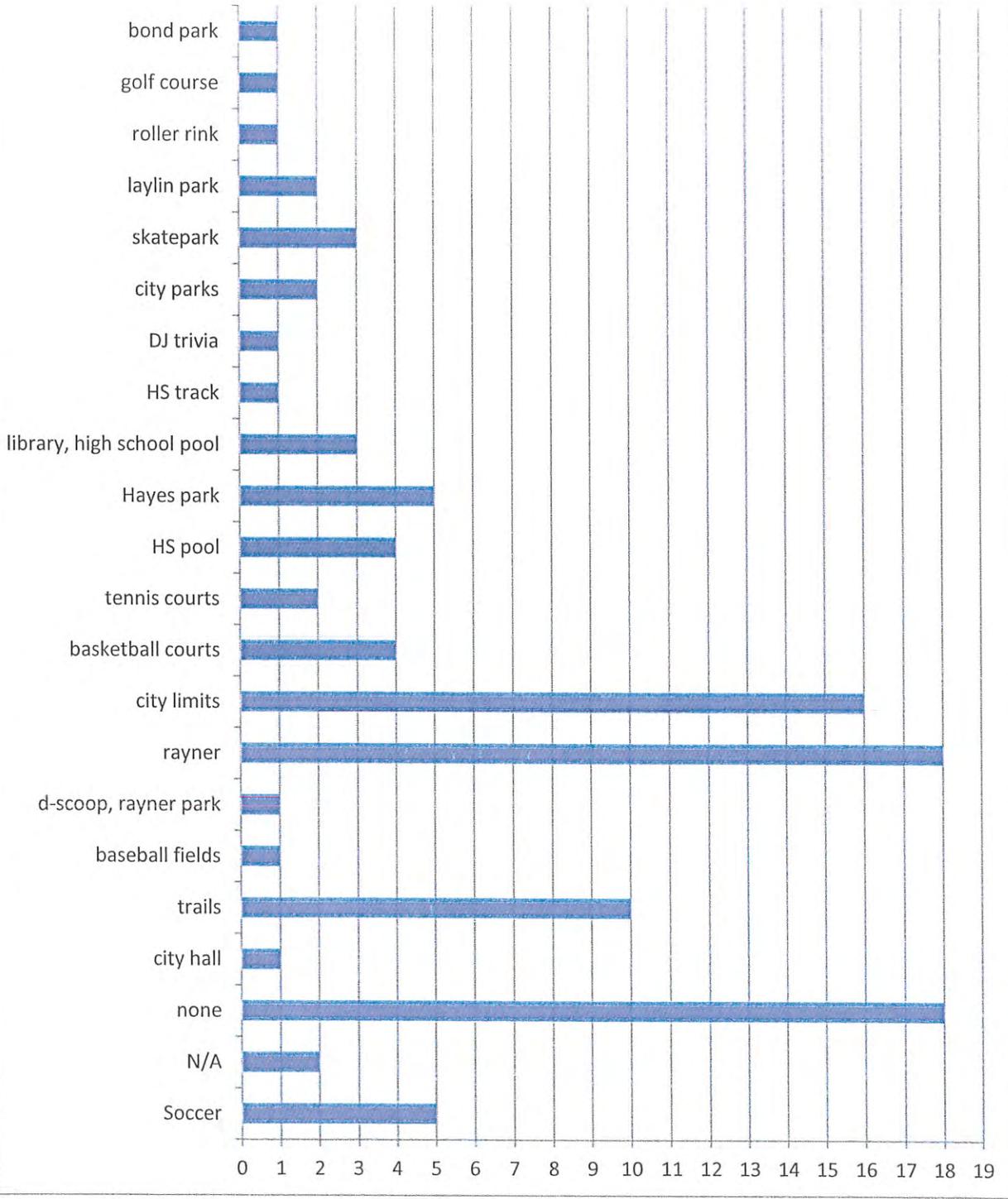
What is your favorite sport or recreation activity?



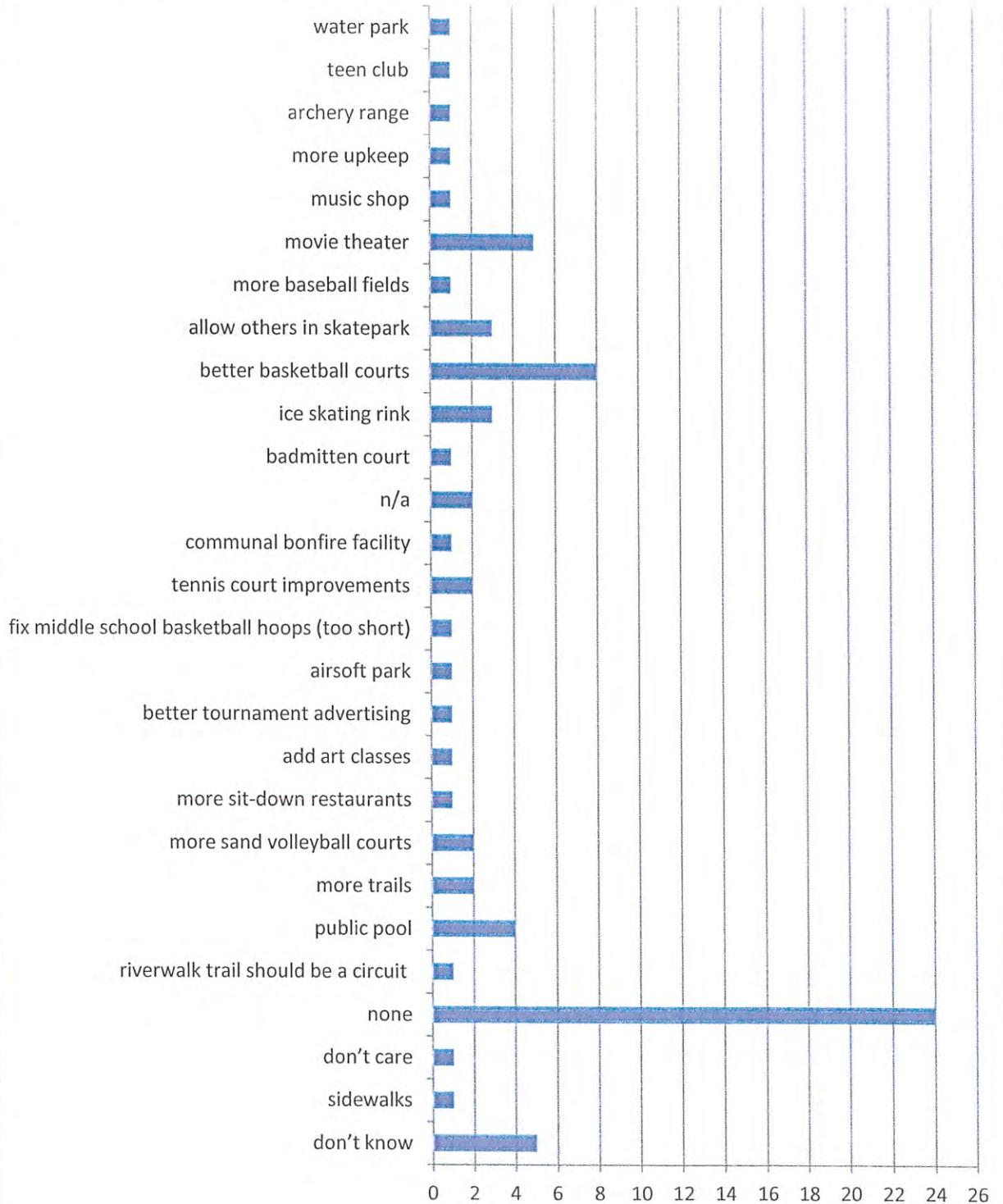
What type of recreation activities are you involved in outside of Mason Public Schools?



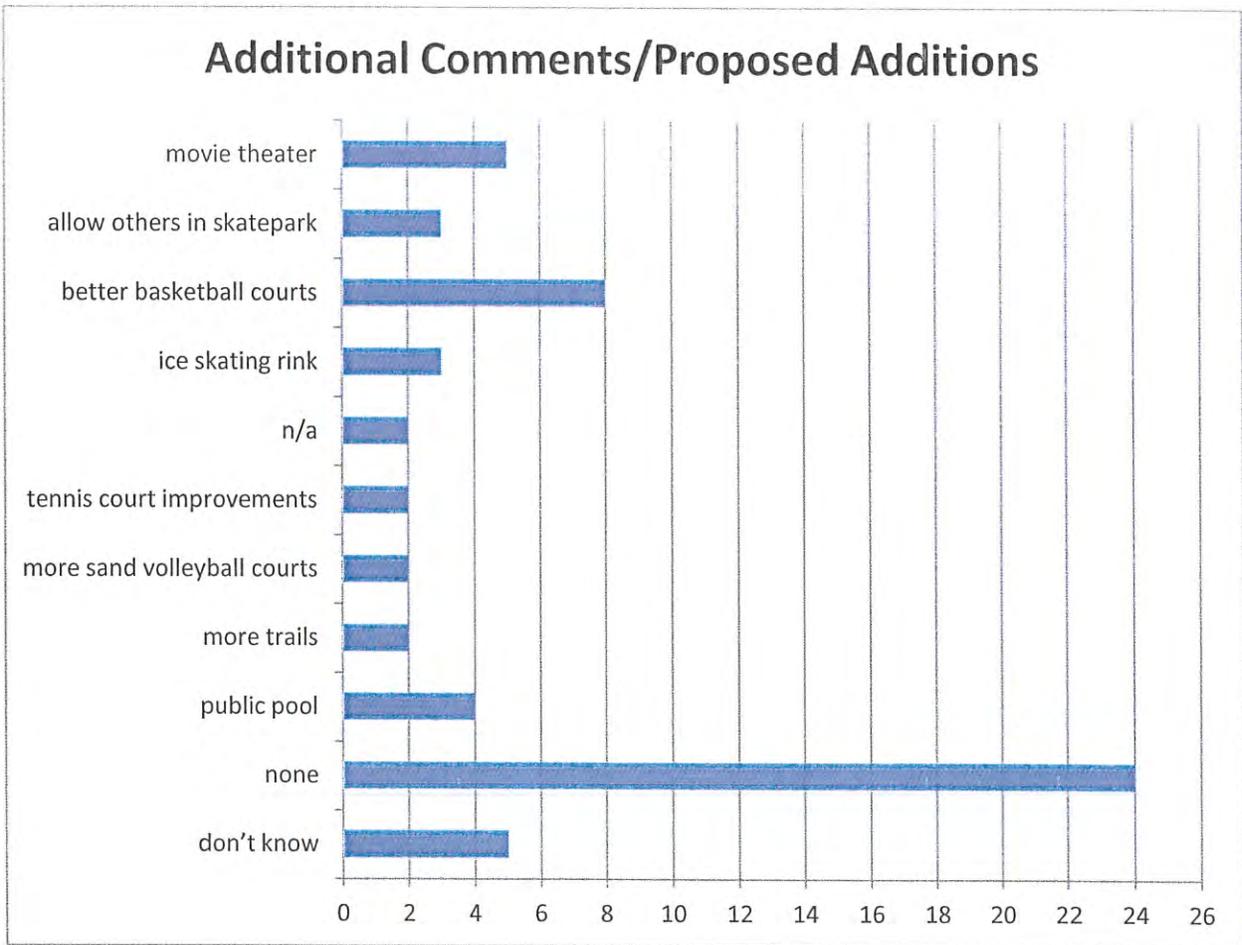
What recreation facilities do you enjoy in the City of Mason?



What types of improvements and/or additions would you like to see in community recreation?



The following is a list of additional suggestions that the students expressed on the additional comments portion of the survey:



VII. GOALS AND OBJECTIVES

The following objectives were determined upon consideration of public input, city demographics, and current recreation facilities. Public input from community workshops provided determination of “gaps” in current facilities. Goals and objectives were then formulated by prioritizing the identified “gaps.”

A. Recreation Objectives

1. To work cooperatively with all providers within the immediate area to meet the needs of recreation. This includes the City of Mason, Mason School District, Ingham County, Vevay, Aurelius, and Alaiedon Townships, local non-profit recreation providers and service organizations.
2. To promote physical and mental well-being, for all ages, as well as development through recreation activities both passive and active. This overall goal addresses the Governor’s Council for Physical Fitness, Health, and Sports.
3. To provide sufficient quantity and quality of safe recreation facilities to meet the growing needs. Target the growth and addition of facilities to meet the current programs and support their success.
4. To understand and educate the community on the needs of a diverse and changing environment of recreation, (i.e. skateboarders).
5. To promote the preservation and conservation of natural resources. To provide opportunities for public access within these resources including the development of a linear park system that follows the Sycamore Creek, including a loop system that connects the residential areas within the City. This would expand the current Hayhoe Riverwalk to Howell Road towards the northwest, eventually connecting our system to Delhi and the Lansing trail system. From the south, we would connect our trail system to Vevay Township Hall.
6. To relieve the current pressures placed on current facilities of baseball, softball and soccer fields.
7. To encourage other agencies and organizations to participate in the creation of the developing facilities to meet the changing needs.
8. To continue to encourage the development of neighborhood parks while creating recreational experiences.
9. To acquire, where practical, additional park land suitable for open space/natural area recreation opportunities.
10. To tie existing open spaces/natural areas and existing parks together using a

combination of existing sidewalks and future trail ways. The future trail ways would include linkage of the City parks system and the Hayhoe Riverwalk to the existing sidewalk system expanding walkability throughout the community. Ideally this would also link the park system to the schools.

VIII. ACTION PROGRAM

A. Rational Action Program

The Action Program section presents the recreation goals that have been developed based on input from the planning process and public input workshops, providers, community organizations, analysis of data and its evaluation. It also takes into consideration the demographics of the population of the community as well as planning aspects, which assists with economics and economy to scale.

B. Funding Sources

The City of Mason is listed as the primary source due to the requirement that sponsoring municipal government would be initiating all requested grants. All governing bodies in the immediate regional area would be encouraged to participate financially since the recreation facilities would directly benefit them. Due to limitations of grants and availability, the "City" could represent any municipal government agency. Participation from all providing agencies would be encouraged. Local matching dollars could come from many means or combinations of listed sources such as: bonding, non-profit organizations, juvenile diversion grants, general fund, millage, and private or foundation donations.

C. Project Descriptions

1. Upgrade softball/baseball fields

An overwhelming number of citizens marked this issue as the most important issue to them, as well as other miscellaneous park maintenance issues. Citizens commented that the condition of the fields has degraded significantly. Staff would likely need an outside contractor to conduct a resurfacing of the ball field surfaces. Administratively, the process is quite simple. However, alternative funding sources will be needed. Providing upgraded fields will ensure interest in quality active recreation in the community and will keep the City competitive among regional ball fields.

2. Public Art

Mason is lacking with regard to its public art. Almost no public art currently exists within the City. During the public input workshops, citizens identified public art as a strong desire. Although specific types of public art were not identified, the issue is intriguing to the City and the concept will need to be refined, possibly by additional public forums. Michigan State University may be a great starting point for talent as well as a community wide search for qualified artists. In December 2012, the City was awarded an art grant from LEAP (Lansing Economic Area Partnerships) which will give the City \$10,000 for an artist to create and place public art at the new Hayhoe Riverwalk Trailhead off of Jefferson Street.

3. Additional Soccer Fields

With the recent increase in popularity of soccer, the City has experienced a growing demand for additional soccer fields. Due to the relative size of soccer fields, finding

suitable land for such use proves to be challenging. The City will work cooperatively with the private clubs and School District to locate a suitable site and search for the necessary funds to build the facility.

Providing additional soccer fields promotes active recreation, increases physical fitness, improves physical and mental well-being and fills the “gap” identified during the public input process of this plan.

4. Local Movie Theater

As a result of the youth survey an overwhelming number of respondents indicated that a small movie theater would be an admirable addition to the community. This would allow for the entertainment aspect of recreation to be considered. Many respondents indicated that there currently is a lack of this type of entertainment recreation available within a close vicinity to the City of Mason. This goal is not something that will be attainable in the near future, however, it should be considered as a long term goal.

5. Indoor Physical Fitness Facilities

Adult and child obesity is considered by many to be a major health problem. Increasingly, health insurance companies and employers are finding it cost-effective to invest in preventive health maintenance services, especially memberships to facilities providing cardio and weight-lifting equipment, as well as exercise classes. This is an indoor, all-weather year round opportunity for promoting physical fitness for people of all ages that can be available 24 hours a day. The City should be encouraging both “for-profit” (such as Snap Fitness for adults) and not-for-profit (such as a YMCA for youth) expansion of these facilities.

6. Mason Dog Park

Mason Middle School students Meg Lechleitner, Bailey Cole and Brianna Loud recommended to the City to form a Dog Park in the City of Mason as a Girl Scout Silver Awards project. They anticipate using 2-4 acres, either using current City property, or donated property, for an off-leash, fenced dog park, possibly as part of the new Hayhoe Riverwalk extension. Their needs would include:

- **Fencing-** Enough to go around and through the middle, as the dogs will be separated by weight into two groups. (>30 lbs. on one side, <30 lbs. on the other side.)
- **Sheds-** Two total; one on each side to hold supplies (toys, baggies, etc.)
- **Trash Cans/Recycling Cans-** Two total; one on each side

The students will be requesting donations and/or will have fundraising activities. They will also request volunteers to assist in the planning process. Potential companies marked for donation requests include the Mason Elevator, Ingham County Animal Shelter and Patterson Animal Clinic.

Appendix A

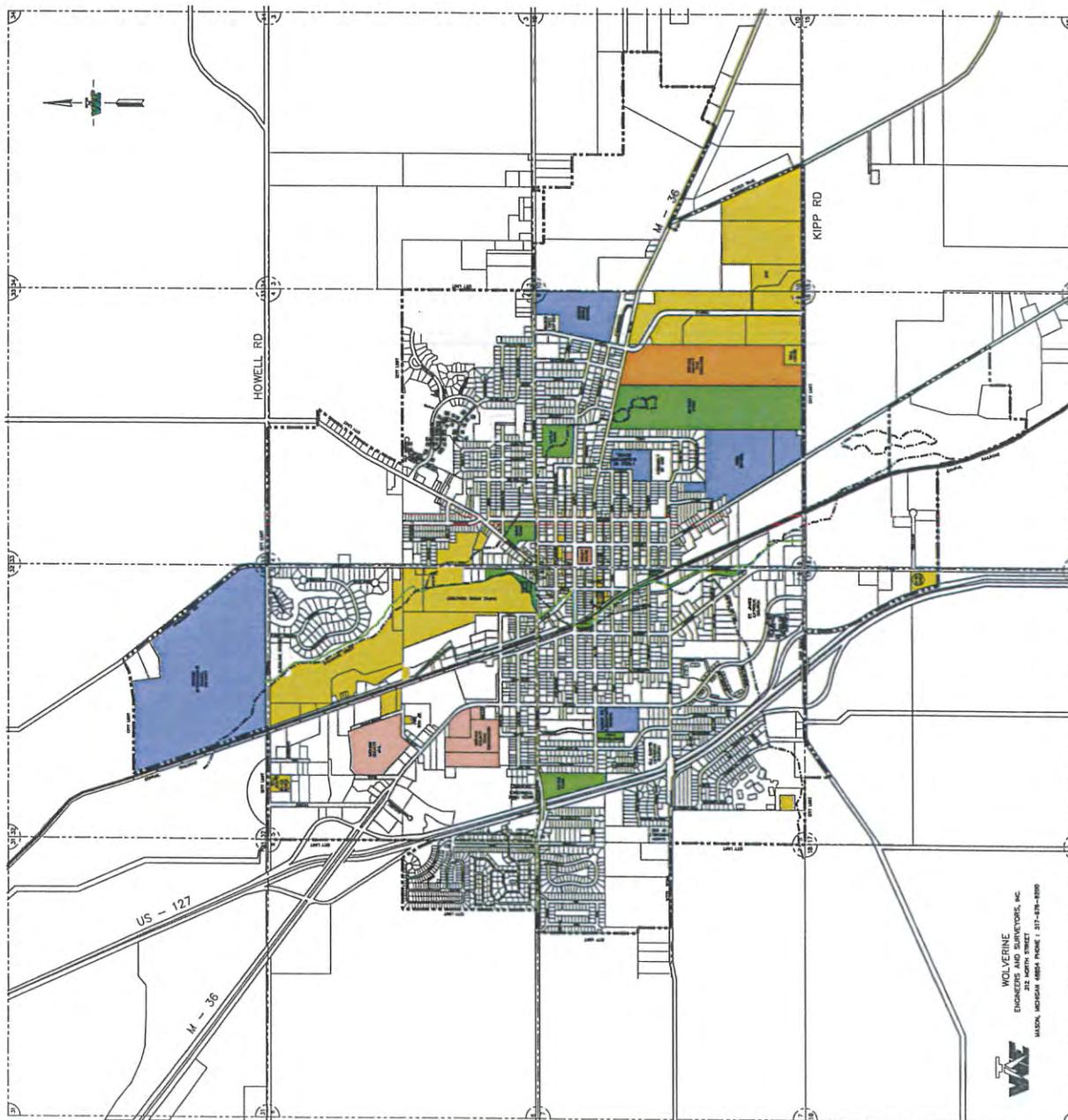
Maps

City of Mason Recreation Facilities & Publicly Owned Lands

No Scale

Legend

-  City Parks
-  City Property
-  County Fair Grounds
-  County Property
-  School Property
-  City Limits
-  Hayhoe Riverwalk Trail



WOLVERINE
ENGINEERS AND SURVEYORS, INC.
MASON, MICHIGAN 48854 PHONE: 317-478-8000

10/18/2012

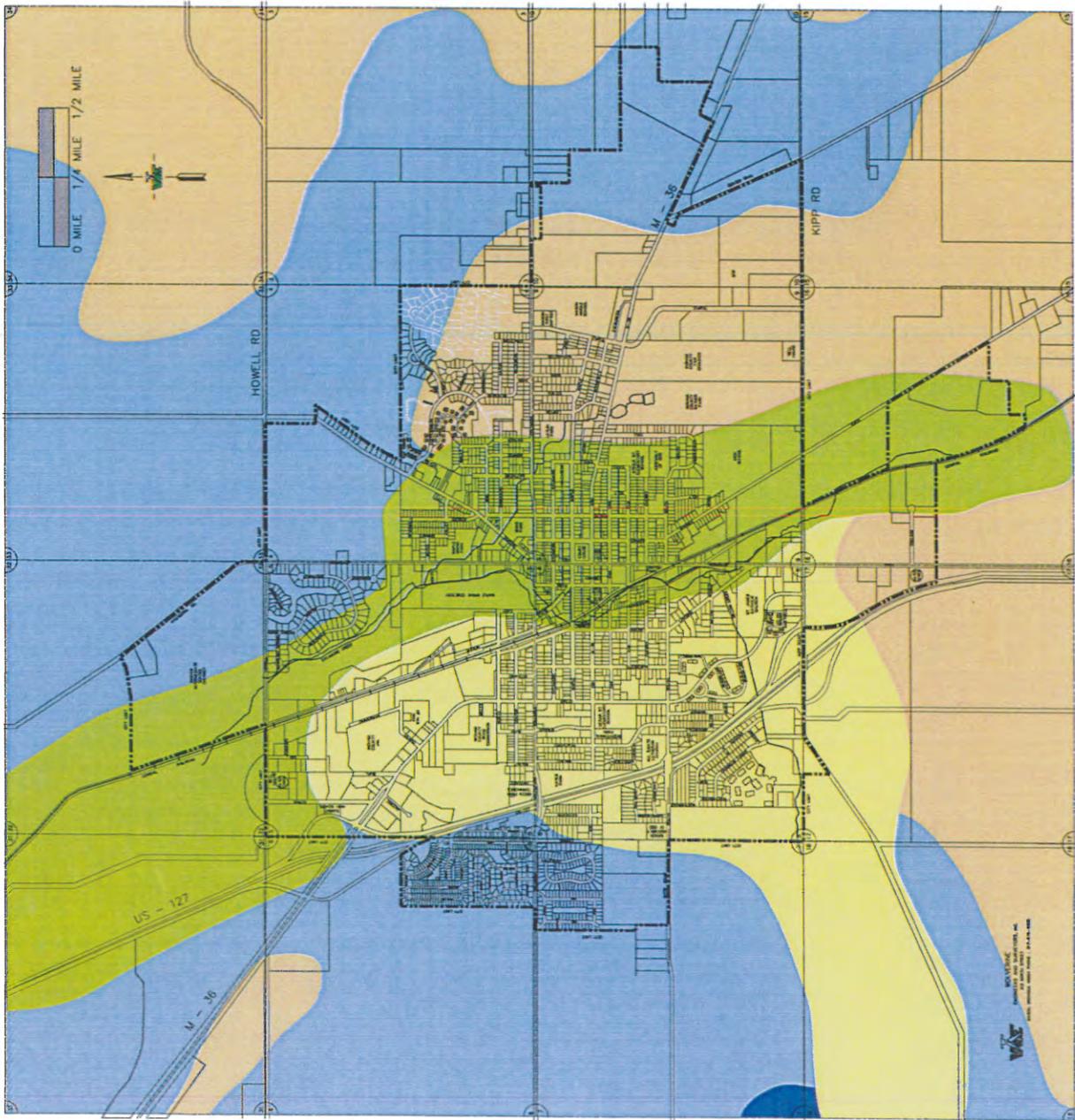
City of Mason Soils Inventory

No Scale

Legend

U.S. DEPARTMENT OF AGRICULTURE, SOIL CONSERVATION SERVICE

-  Marlette-Capac-Owosso association: Nearly level to rolling, well drained to somewhat poorly drained loamy soils.
-  Houghton-Palms-Edwards association: Nearly level, very poorly drained muck soils.
-  Oshkemo-Houghton-Ridides association: Nearly level to hilly, well drained and poorly drained, sandy, loamy, and muck soils.
-  Capac-Marlette-Colwood association: Nearly level and undulating, well drained to poorly drained loamy soils.
-  Marlette-Oshkemo-Capac association: Nearly level to steep, well drained to somewhat poorly drained loamy and sandy soils.

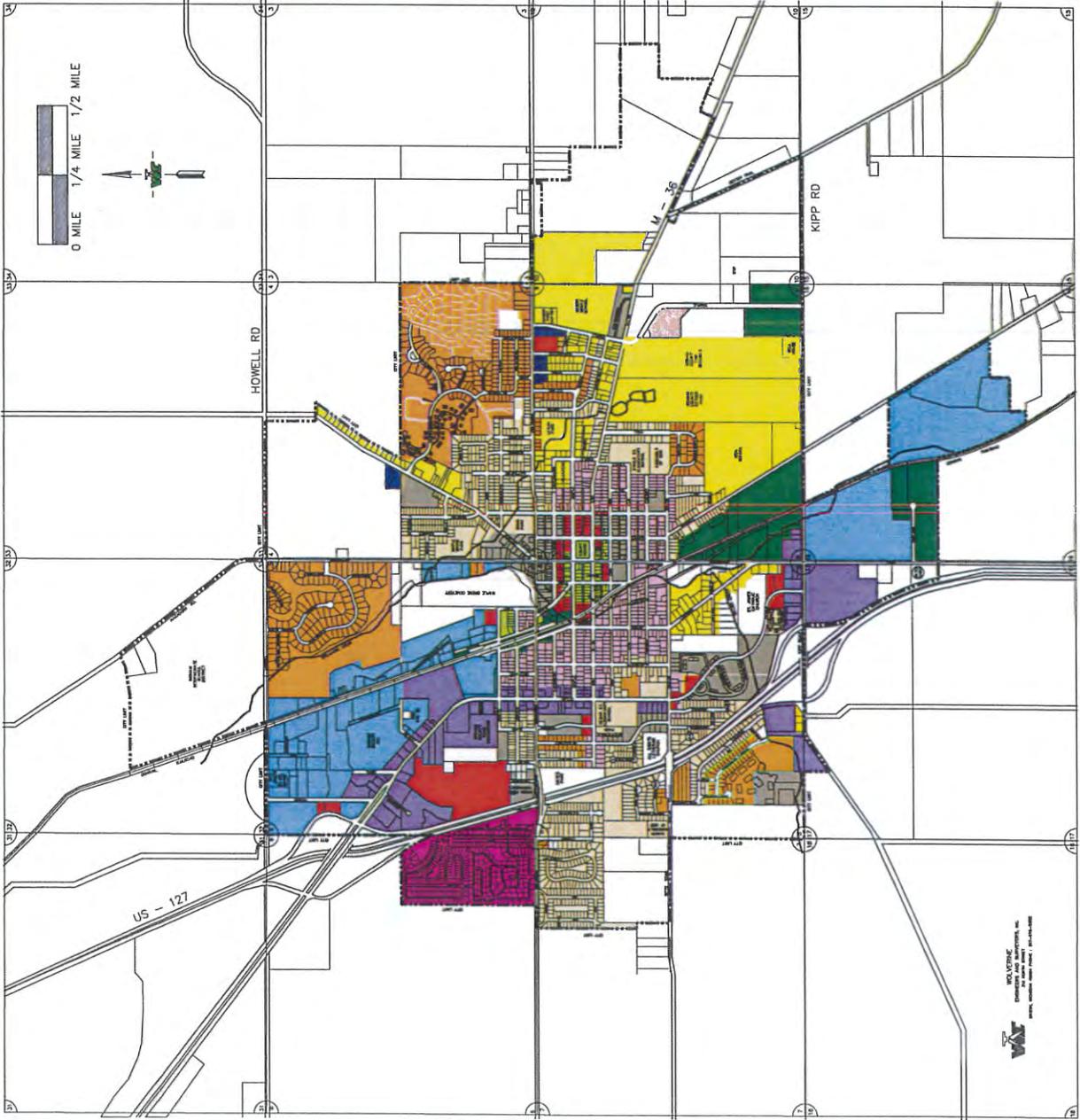


City of Mason Zoning

No Scale

Legend

	RS-1 SINGLE FAMILY RESIDENTIAL DISTRICT
	RS-2 SINGLE FAMILY RESIDENTIAL DISTRICT
	RS-3 SINGLE FAMILY RESIDENTIAL DISTRICT
	AG SINGLE FAMILY AGRICULTURAL DISTRICT
	MH SINGLE FAMILY MOBILE HOME DISTRICT
	R2F TWO FAMILY RESIDENTIAL DISTRICT
	RM MULTIPLE FAMILY RESIDENTIAL DISTRICT
	O1 OFFICE DISTRICT
	O2 SPECIALIZED OFFICE DISTRICT
	C-1 CENTRAL BUSINESS DISTRICT
	C-2 GENERAL COMMERCIAL DISTRICT
	C-3 LOCAL COMMERCIAL DISTRICT
	M-1 LIGHT MANUFACTURING DISTRICT
	M-2 GENERAL MANUFACTURING DISTRICT
	PUD PLANNED UNIT DEVELOPMENT DISTRICT
	C-2 GENERAL COMMERCIAL DISTRICT (CONDITIONAL)

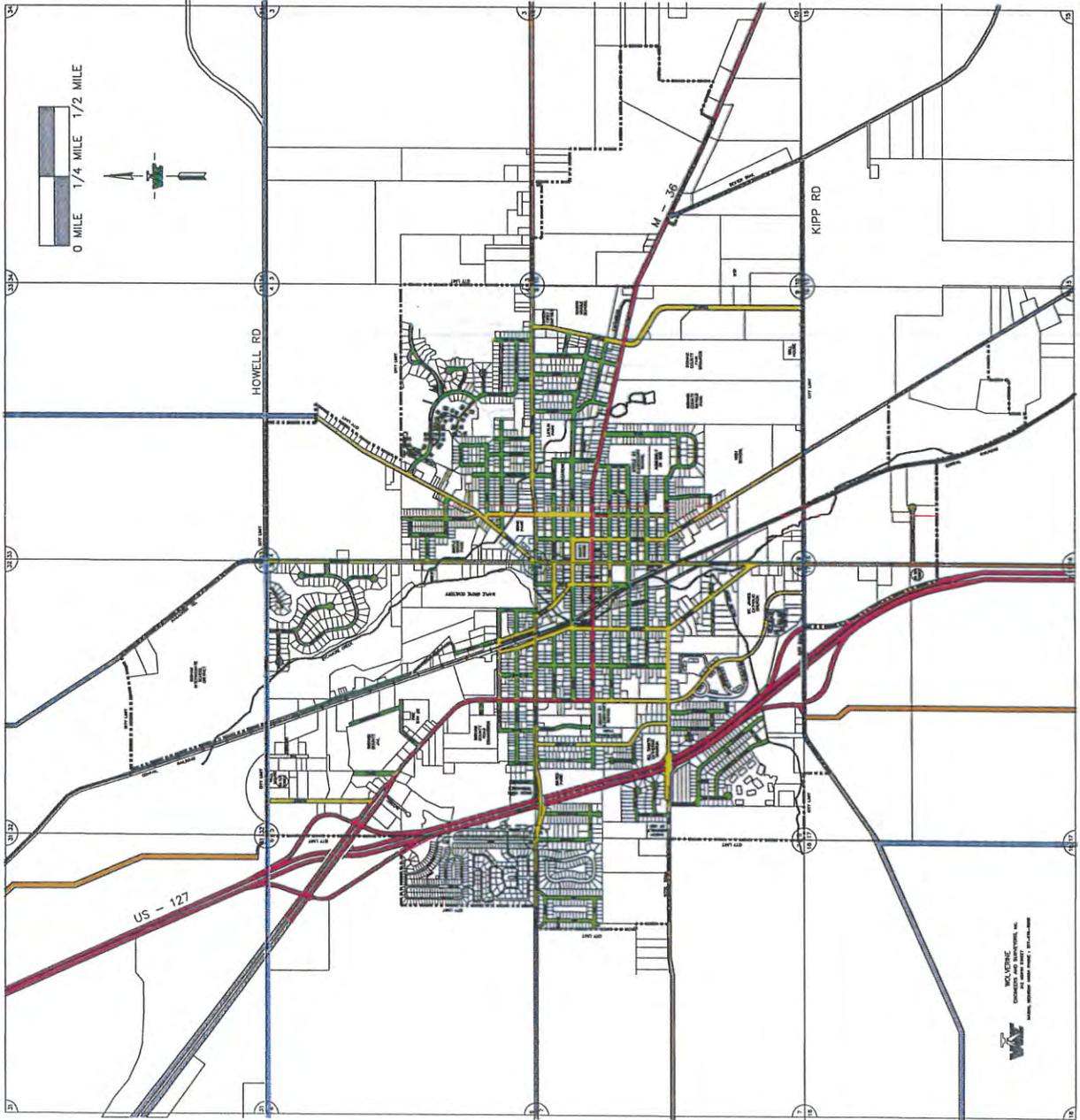


City of Mason Streets MDOT Designations

No Scale

Legend

-  City Streets
-  City Primary Street
-  County Road
-  County Primary Road
-  State Trunk Line
-  City Limits

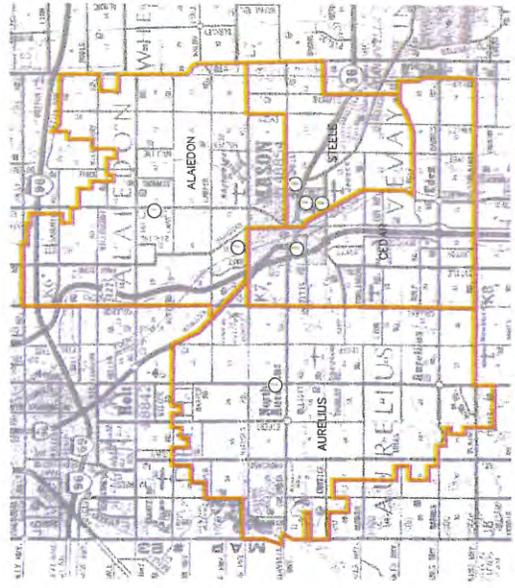
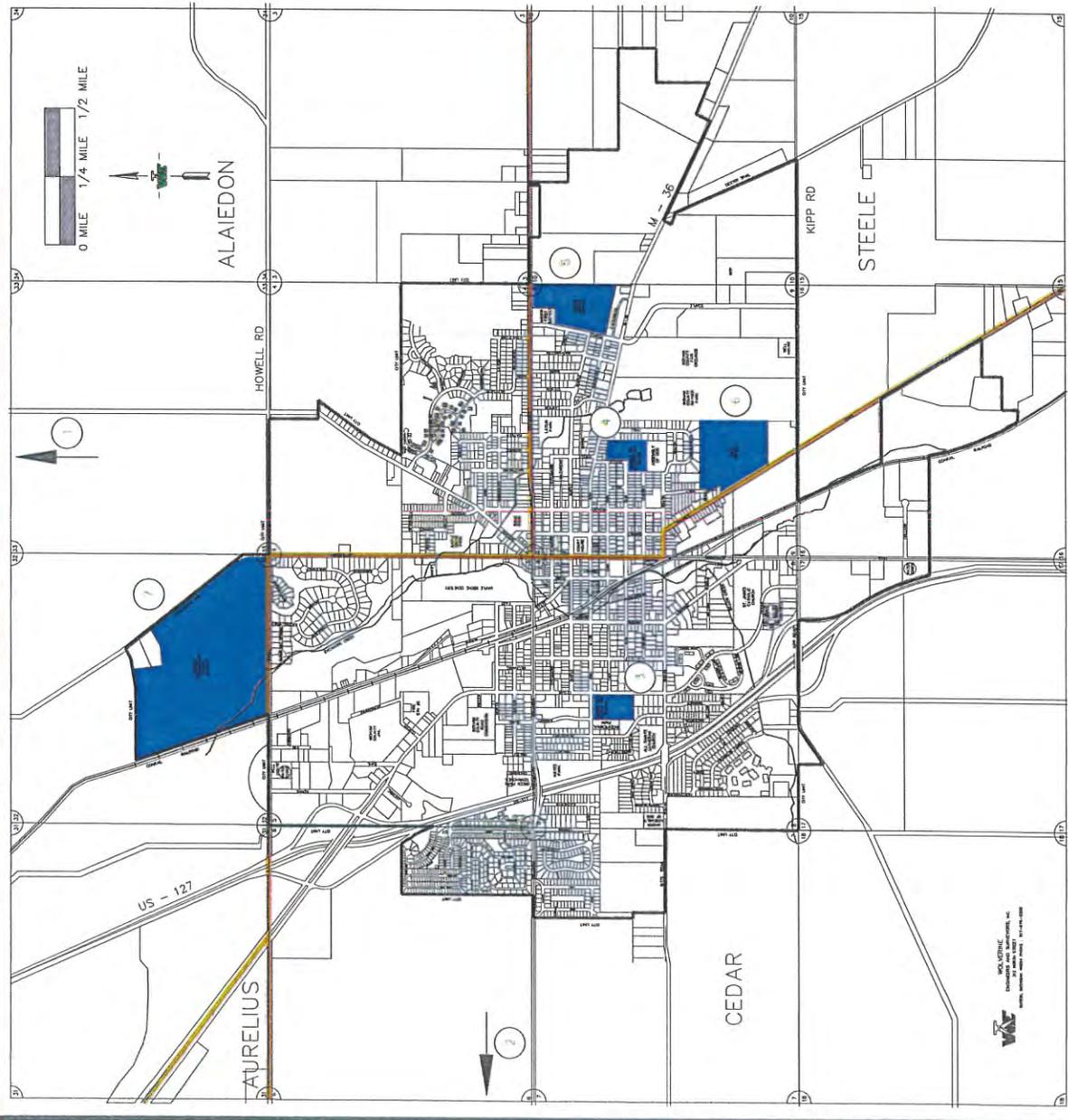


City of Mason Mason Schools Locations and Boundaries

No Scale
10/18/2012

Legend

- ① Alaiedon Elementary
- ② North Aurelius Elementary
- ③ Cedar St. Elementary
- ④ Steele St. Elementary
- ⑤ Mason Middle School
- ⑥ Mason High School
- ⑦ Capitol Area Career Center



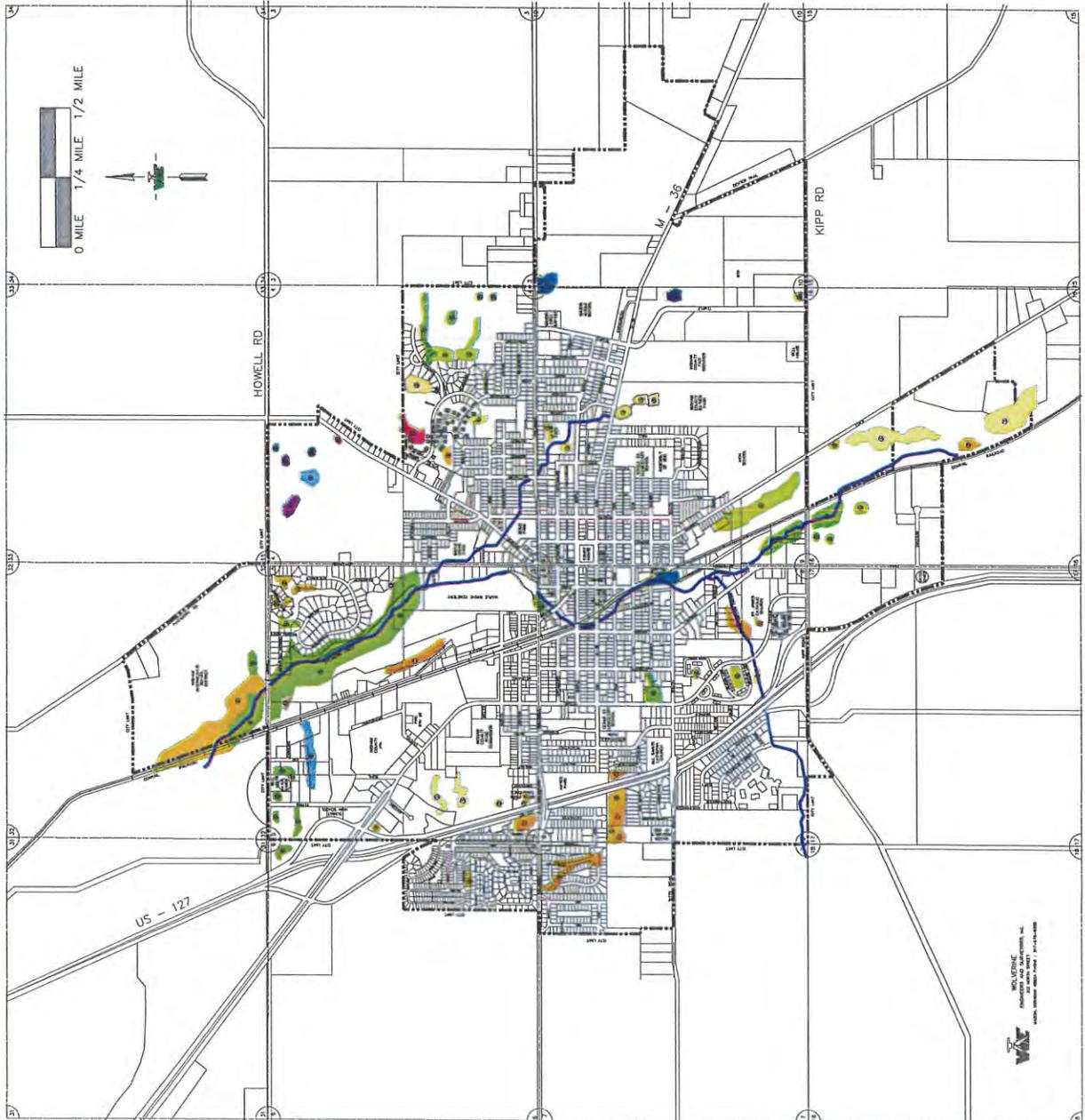
City of Mason Mason Wetlands Wetland Inventory

No Scale

Legend

NATIONAL WETLANDS INVENTORY MAPPING CODE DESCRIPTIONS

- ① PSSIC - (P) Palustrine, (SS) Scrub-Shrub,
(1) Broad-Leaved Deciduous, (C) Seasonally Flooded
- ② PEMC - (P) Palustrine, (EM) Emergent, (C) Seasonally Flooded
- ③ PUBHx - (P) Palustrine, (UB) Unconsolidated Bottom,
(H) Permanently Flooded, (X) Excavated
- ④ PUBGx - (P) Palustrine, (UB) Unconsolidated Bottom,
(G) Intermittently Exposed, (X) Excavated
- ⑤ PFO1C - (P) Palustrine, (FO) Forrested,
(1) Broad-Leaved Deciduous, (C) Seasonally Flooded
- ⑥ PEMA - (P) Palustrine, (EM) Emergent, (A) Temporarily Flooded
- ⑦ PFO1A - (P) Palustrine, (FO) Forrested,
(1) Broad-Leaved Deciduous, (A) Temporarily Flooded
- ⑧ PUBF - (P) Palustrine, (UB) Unconsolidated Bottom,
(F) Semipermanently Flooded
- ⑨ PEMAM - (P) Palustrine, (EM) Emergent,
(A) Temporarily Flooded, (f) Farmed
- ⑩ Pf - (P) Palustrine, (f) Flooded
- ⑪ PSS1B - (P) Palustrine, (SS) Scrub-Shrub,
(1) Broad-Leaved Deciduous, (B) Saturated
- ⑫ PUBG - (P) Palustrine, (UB) Unconsolidated Bottom,
(G) Intermittently Exposed
- ⑬ PUBH - (P) Palustrine, (UB) Unconsolidated Bottom,
(H) Permanently Flooded
- Creek, Waterway



Appendix B

Public Notices and Public Input Documents

CITY OF MASON

201 West Ash St
P.O. Box 370
Mason, MI 48854-0370

City Hall 517-676-9155
Police 517-676-2458
Fax 517-676-1330

December 21, 2012

Ingham County Community News
Attn: Legals
FAX: 517-543-3677
E-Mail: legals@lsj.com

Please publish the **notice** below in the *Ingham County Community News*
Sunday, December 30, 2012

An affidavit of publication **is not** required. Thank you.

David E. Haywood
Zoning & Development Director

CITY OF MASON
Notice of Public Hearing
Five-Year Recreation Plan

The Mason City Council will conduct a public hearing on Monday, February 4, 2013 at 7:30 p.m., or as soon thereafter as possible, in the Council Chambers at City Hall, 201 West Ash Street, Mason, MI. The purpose of the hearing is to take public comment on the Mason Five-Year Recreation Plan. The recreation plan describes the physical features, existing recreation facilities, and the desired actions to be taken to improve and maintain recreation facilities within the Mason community.

The draft plan may be publicly inspected Monday through Friday, 8:00 a.m. to 5:00 p.m. in the Zoning & Development Department at City Hall, 201 W. Ash Street, Mason, MI 48854. Comments and questions may be directed to David Haywood at (517) 676-9155. Written comments will also be received at City Hall.

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Deborah J. Cwierniewicz, City Clerk
12/30/2012

ICCN 1051620

Sign-in

6/21/12

<u>Name</u>	<u>Address</u>	<u>email / telephone</u>
Nate Henne	201 Ash	City of Mason
Anne Barna	133 E. Columbia St	annekbarna@gmail.com
Bob Raab	725 TUTTLE RD	RJBARSR@YAHOO.COM
GARY EVANS	325 Willow St.	GARY CAMP @SBCGLOB .NET
BARB RAAB	725 TUTTLE RD	RJBARSR@yahoo.com
KEN + Lou Powers	516 CAROM CIR.	loupowers11@aol.com Krpowers11@aol.com
Kelli GREEN	402 1/2 S Jefferson #3	kellijgreen@gmail.com
Marty Colburn	203 Mark	Martyc@mason.mi.us

Sign-In

6/28/12

Name

Address

email/phone

David Hayward

201 W. Ash

676 9155 / davidh@mes
mi.us

JOHN SABBADIN

425 S. LANSING

749-9992 / JSABBADIN@
SBCGLOBAL.MI

DOUG KLEIN

617 RANDOLPH

676 3933 / dougklein@
Cablespeed.com

MIKE WALTZ

482 RIVERWALK DR

676-4306 / MIKEW@MASON.MI.US

Marlon Brown

520 Beacon Lake Dr #6

586-489-8668 / 517-244-0544
marlonibrown@hotmail.com

Elaine Ferris

417 W Sycamore St.

eiferris@toast.net
676 4175

Ann McConneelee

109 Mason Hills Dr

annmc517@gmail.com

Nate Henne

4750 N Ruess Rd.

hennenat@gmail.com

Marty Colburn

201 W. Ash

martycol@mason.mi.us

**CITY OF MASON
REGULAR CITY COUNCIL MEETING
MINUTES OF FEBRUARY 4, 2013**

Clark called the meeting to order at 7:30 p.m. in the Council Chambers at 201 W. Ash Street, Mason, Michigan. Droscha led the Pledge of Allegiance and offered the invocation.

Present: Councilmembers: Brown, Bruno, Clark, Droscha, Ferris, Mulvany, Naeyaert
Absent: Councilmember: None
Also present: Martin A. Colburn City Administrator
Deborah J. Cwierniewicz, City Clerk
David Haywood, Zoning & Development Director
James Duthie, Code Enforcement Officer
Dennis McGinty, City Attorney

ANNOUNCEMENTS

None.

PEOPLE FROM THE FLOOR

None.

PUBLIC HEARING

Five-Year Recreation Plan

Mayor Clark opened the public hearing at 7:35 p.m.

Pam Lower of 703 South Barnes Street stated that she is part of the Rayner Park Rally Club and asked questions regarding the budget and tree planting locations.

Meg Lechleitner of 402 ½ Apt. 3, South Jefferson Street, Bailey Cole of 785 East Maple Street, and Brianna Lound of 534 Maine Court stated that they are working toward their Girl Scout Silver Award. To accomplish this, they would like to build a dog park in the city of Mason and gave a variety of details that the park would include. A location has not been identified as yet.

Barb Tornholm of 703 Roosevelt Street elaborated on the points of her proposal she provided to Council regarding indoor physical fitness facilities.

Councilmember Ferris suggested identifying a space for artwork facilities as well as space in existing parks for public art.

Councilmember Brown stated that a resident who contacted him, asked that Council consider expansion of city trails within the city as well as connecting to trails in other communities.

Mayor Clark closed the public hearing at 7:50 p.m.

CONSENT AGENDA

MOTION by Naeyaert, second by Droscha,
to approve the Consent Agenda as follows:

- A. Approval of Minutes – Regular Council Meeting: January 21, 2013
- B. Approval of Bills: \$43,097.77

MOTION APPROVED UNANIMOUSLY

REGULAR BUSINESS

Second Reading – Ordinance No. 192 – An Ordinance to Amend the Use District Map, as Adopted Pursuant to Section 94-62 of the Mason Code, to Rezone 3.18 Acres of Land Located At 312 North Street from O-1 Office/M-2 General Manufacturing to C-1 Central Business

MOTION by Naeyaert, second by Brown,
to consider Ordinance No. 192 read for the second time and adopted.
MOTION APPROVED UNANIMOUSLY

It was discussed to remand the rezoning request back to the Planning Commission to demonstrate thorough consideration because the applicant is the city engineer, and to acquire clearer findings of fact on the matter.

VOTE:

Yes (5) Brown, Droscha, Ferris, Mulvany, Naeyaert

No (2) Bruno, Clark

MOTION APPROVED

**CITY OF MASON
ORDINANCE NO. 192**

AN ORDINANCE TO AMEND THE USE DISTRICT MAP, AS ADOPTED PURSUANT TO SECTION 94-62 OF THE MASON CODE, TO REZONE 3.18 ACRES OF LAND LOCATED AT 312 NORTH STREET FROM O-1 OFFICE/M-2 GENERAL MANUFACTURING TO C-1 CENTRAL BUSINESS

THE CITY OF MASON ORDAINS: The zoning map of the City of Mason adopted by Section 94-62 of Chapter 94 of the Mason City Code, being the zoning code of the City of Mason, is hereby amended as follows:

That property legally described as: A part of the East ½ of the Southeast ¼ of Section 5, T2N, R1W, City of Mason, Ingham County, Michigan, described as beginning at a point which is N00d01'04"W 760.47 feet along the North-South ¼ line and N89d44'03"E 1416.60 feet along the North line of North Street from the South ¼ Corner of Section 5; thence N00d23'30"W 268.00 feet; thence N17d34'41"W 236.33 feet; thence S85d51'19"E 344.89 feet; thence S00d13'22"E 467.10 feet to the North line of North Street; thence S89d44'03"W 272.61 feet along said North line to the point of beginning containing 3.18 acres of land more or less and subject to any easements or rights of way of record be rezoned from O-1 Office/M-2 General Manufacturing to C-1 Central Business.

THE CITY OF MASON FURTHER ORDAINS: That the requested rezoning is consistent with standards of approval for zoning ordinance amendments listed in Section 94-396(a) of the Mason zoning ordinance; and

THE CITY OF MASON FURTHER ORDAINS: That the Planning Commission at its January 15, 2013 meeting adopted Resolution No. 2013-01 recommending adoption of this ordinance; and

THE CITY OF MASON FURTHER ORDAINS: That the municipal water, sanitary sewer and storm sewer currently serves and is adequately for the site considering the proposed zoning district; and

THE CITY OF MASON FURTHER ORDAINS: That the official zoning map shall be marked evidencing this change, and that the City Clerk shall enter on the Official Zoning Map this ordinance number and the date of adoption thereof, and shall maintain a file containing a copy of this ordinance and map thereto attached, and

THE CITY OF MASON FURTHER ORDAINS: That the City Engineer is hereby directed to make the necessary corrections to the zoning district map evidencing this zoning change, including this ordinance number and the date of adoption thereof; and

THE CITY OF MASON FURTHER ORDAINS: That this ordinance shall become effective twenty days after its adoption, but not before it is published; and

THE CITY OF MASON FURTHER ORDAINS: That this ordinance shall be published within fifteen days after its adoption.

ORDINANCE APPROVED

Resolution No. 2013-06 – A Resolution to Establish a Hearing Date to Consider Dead Hazardous Ash Trees on Vacant Private Property Known as 33-19-10-08-151-006

MOTION by Naeyaert, second by Droscha,
to consider Resolution No. 2013-06 read for the first time.
MOTION APPROVED UNANIMOUSLY

Resolution No. 2013-06 was introduced by Droscha and seconded by Brown.

CITY OF MASON
CITY COUNCIL RESOLUTION NO. 2013-06
A RESOLUTION TO ESTABLISH A HEARING DATE TO CONSIDER DEAD HAZARDOUS
ASH TREES ON VACANT PRIVATE PROPERTY KNOWN AS 33-19-10-08-151-006
February 4, 2013

WHEREAS, as stated in Mason Code, it is unlawful to maintain dead hazardous trees after receiving written notification by the City; and

WHEREAS, staff was made aware of hazardous trees located on vacant property known as 33-19-10-08-151-006 on October 22, 2012; and

WHEREAS, upon inspection of the trees, staff confirmed a total of 4 dead hazardous Ash trees and on November 2, 2012, mailed a letter of notice to the property owner requesting voluntary compliance in removal of the trees; and

WHEREAS, the property owner failed to comply in a reasonable and definite time with the order to remove the trees;

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the City Council does hereby establish a hearing date of February 18, 2013 at 7:30 p.m. in the City Council Chambers, 201 West Ash Street, Mason, Michigan, for the purpose of receiving public comment, and to consider a resolution that the Director of Public Works be authorized to remove the hazardous trees and that the cost of cutting and removal be assessed to the property and placed on the July, 2013 city tax roll.

RESOLVED FURTHER that the City Clerk shall serve a copy of this resolution on the property owner of record by ordinary mail at the address shown on the city tax roll.

RESOLUTION APPROVED UNANIMOUSLY

Motion – Farm Lease Agreement

The City owns land adjacent to Temple Street and 56.77 acres at the northwest corner of Kipp Road and Dexter Trail. Historically, the City has leased the approximate 56 acres for the purpose of raising crops. Every three years, the City accepts bids from interested parties. The City let a bid for both pieces of land for farming purposes. A bid opening was held and the eight sealed bids submitted were publicly read, January 29, 2013 at 10:00 a.m.

MOTION by Naeyaert, second by Droscha,
to accept the bid proposal from Mr. Craig Hamlin of Hamlin Farms in the amount of \$62,201.10 and authorize the City Administrator to enter into a lease agreement for three years.

MOTION APPROVED UNANIMOUSLY

UNFINISHED BUSINESS

None.

NEW BUSINESS

Council requested to include a discussion item on the next regular meeting agenda regarding future use for the City owned parcel located at 224 South Jefferson Street.

CORRESPONDENCE

All correspondence was distributed.

LIAISON REPORTS

Droscha informed Council regarding Traffic Commission business.

COUNCILMEMBER REPORTS

None.

ADMINISTRATOR'S REPORT

Colburn informed Council regarding City business.

ADJOURNMENT

The meeting adjourned at 8:20 p.m.

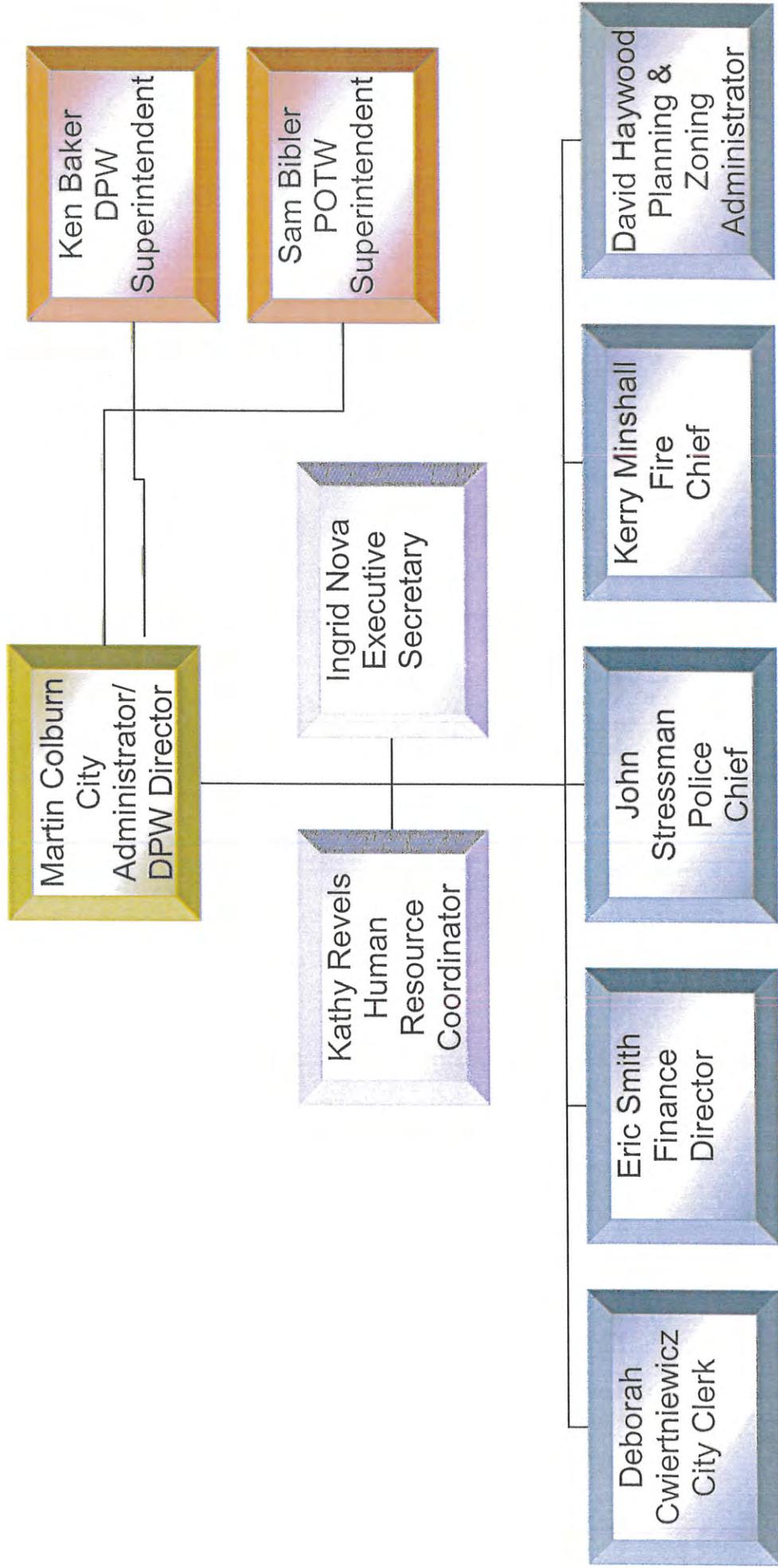

Deborah J. Cwiertniewicz, City Clerk


Leon R. Clark, Mayor

Appendix C

Organizational Charts

**City of Mason
Administrative and Department Level Organization Chart
December 2012**



Appendix D

Resolution Adopting the Plan and Letters of Transmission

Introduced:
Seconded:

**CITY OF MASON
CITY COUNCIL RESOLUTION NO. 2013-11**

A RESOLUTION ADOPTING THE MASON FIVE-YEAR RECREATION PLAN 2013-2017

March 4, 2013

WHEREAS, the City of Mason has prepared a Five-Year Recreation Plan which describes the physical features, existing recreation facilities and the desired actions to be taken to improve and maintain recreation facilities during the planning period between 2013 and 2017, and

WHEREAS, two community workshops were held on June 21 and 28, 2013, in the Training Room at the Mason City Hall to provide an opportunity for citizens to provide input regarding recreation opportunities within the community, and

WHEREAS, citizens were notified of availability of the draft plan on December 30, 2012 and afforded thirty-three days to review and provide comments on a draft of the Five-Year Recreation Plan prior to the Mason City Council taking formal action to adopt the plan, and

WHEREAS, a public hearing was held on February 4, 2013, in the Council Chamber at the Mason City Hall to provide an opportunity for citizens to express opinions, ask questions, and discuss all aspects of the Five-Year Recreation Plan, and

WHEREAS, the City of Mason has developed the plan for the benefit of the entire community and to adopt the plan as a document to assist in meeting the recreation needs of the community, and

NOW THEREFORE BE IT RESOLVED, that the City Council adopts the Mason Five-Year Recreation Plan 2013-2017 as a guideline for improving recreation for the residents of the City of Mason.

Yes ()

No ()

CLERK'S CERTIFICATION: I hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the City Council at its regular meeting held Monday, March 4, 2013, the original of which is part of the City Council minutes.

Deborah J. Cwierniewicz, City Clerk
City of Mason
Ingham County, Michigan

CITY OF MASON

STAFF AGENDA REPORT TO CITY COUNCIL

Meeting Date: March 4, 2013

Agenda Item: 8(C)

AGENDA ITEM

Resolution No. 2013-12 – Mayoral Appointment to the Planning Commission

EXHIBITS

- Application
- Letter of Resignation

STAFF REVIEW

City Clerk

SUMMARY STATEMENT

A vacancy occurred February 26, 2013, with the resignation of Nancy Cotter. The appointment of Seth Waxman would fill that vacancy.

RECOMMENDED ACTION

Approve Resolution No. 2013-12.

Introduced:
Second:

**CITY OF MASON
CITY COUNCIL RESOLUTION NO. 2013-12**

MAYORAL APPOINTMENT TO THE PLANNING COMMISSION

MARCH 4, 2013

WHEREAS, the resignation of Nancy Cotter on February 26, 2013, created a vacancy on the Planning Commission; now

BE IT HEREBY RESOLVED, that the Mayor, with confirmation by the City Council, does hereby appoint Seth Waxman to the Planning Commission of the city to fill the remainder of the unexpired term, commencing March 4, 2013 and expiring on December 31, 2013.

Yes

No

CLERK'S CERTIFICATION: I hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the City Council at its regular meeting held Monday, March 4, 2013 the original of which is part of the City Council minutes.

Deborah J. Cwierniewicz, City Clerk
Mason, Michigan
Ingham County, Michigan



**CITY OF MASON
APPLICATION FOR APPOINTMENT
CITY BOARD OR COMMISSION**

Board /Commission Interest: <i>Planning</i>
Name <i>Seth A. Waxman</i>
Address <i>424 1/2 S. Jefferson St #3</i>
Home Phone: <i>517 977 3724</i> Other Phone:
E-Mail: <i>seth.waxman516@gmail.com</i>
Occupation: <i>consultant</i>
Employer: <i>self</i>
Business Address:
Length of Residence Within The City of Mason: <i>30+</i>
Education: <i>B.A. Political Science</i>
Relevant Organizations/Affiliations (if any):
Relevant Employment/Volunteer Experience (if any): <i>Rotary club of mason, staff for member of U.S. senate, + member of U.S. House. Intern for city of Lino Park D.D.A. DPA-ing Lines of communication to state of MI, MEDA Park Michigan</i>
Brief Statement As To Interest In Serving On This Board/Commission: <i>I would like to see the city have a U.S on for the next 20 years</i>

<p><u>Mail Completed Application To:</u></p> <p>City of Mason Office of the City Clerk P.O. Box 370 Mason, MI 48854</p>	<p>Preferred mailing address for agendas:</p> <p><input checked="" type="checkbox"/> Home Address <input type="checkbox"/> Office Address</p>
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If not appointed, I wish my application to be kept on file for six months. I understand after that time it is necessary to submit a new application to update my interest in serving.

Seth Waxman
Signature

12/31/12
Date

Applicant must be resident of the City of Mason.
Exception: Residency is not required to serve on E.D.C., L.D.F.A., or D.D.A.

Deborah Cwierniewicz

From: Artmavenn [artmavenn@aol.com]
Sent: Tuesday, February 26, 2013 7:49 PM
To: David Haywood
Subject: Nancy Cotter

David,

I regret that I feel I must resign as Planning Commissioner as I feel I am not doing justice to my commitment. I am overwhelmed with the impending changes brought to my peer union workers within the Lansing School District. Today we face a choice between losing a planning period, or asked to pay another 4% gross back. In the past 18 months we have lost 11% of our earnings yet our responsibilities have increased tenfold. I can only say that I am faithful to what it is I put my effort into, and I do not feel I am "holding my own" with Mason. As a Union Rep. I am overwhelmed. I have applied for and expect to be participating in a Summer Institute in Amherst, Mass. that would find me unavailable for the months of June and July, so it is inevitable my position will become even more compromised in the future. I am so sorry to let all of you down, but my conscience is bothering me and missed meetings are unacceptable, but inevitable. I understand that keeping a quorum is paramount and with that in mind, will do my best to stay until someone can fill my position.

With gratitude for the opportunity to serve, I regretfully resign,

Nancy Cotter

CITY OF MASON

STAFF AGENDA REPORT TO CITY COUNCIL

Meeting Date: March 4, 2013

Agenda Item: 8(D)

AGENDA ITEM

Motion – Service Agreement with the Mason Softball Association (MSA)

EXHIBITS

None.

STAFF REVIEW

Administration

SUMMARY STATEMENT

The Mason Softball Association desires to enter into a Service Agreement to use City softball fields located at Bond and Hayes Parks, and to sell banners to area businesses to be placed on the fences of public park property, with the proceeds of the sales to be used for the benefit of the City and its public facilities. The City will retain control of the location, size, number and content of the banners in order to maintain the aesthetics and attractiveness of the City parks. 50% of the net proceeds will be used to benefit the City park facilities.

The Association agrees to expend not less than 50% of all proceeds from the sale of the banners for maintenance of the City softball fields and to make capital improvements to the ball fields. This includes providing mowing, trimming, chalking, filling in holes and general cleaning of the ball field areas during the Association's recreation seasons.

In consideration of the Association assuming full responsibility for the sale and procurement, the cost of installation and maintenance, the removal of the banners, and the accounting and reporting obligations, the Association will be authorized to retain half of the gross proceeds received from the sale of banners to Mason area businesses. It is their intent to continue to invest improvements into the field.

This Service Agreement will benefit both the MSA and the City as we move forward with fewer Parks Department staff.

RECOMMENDED ACTION

Move to approve the MSA Service Agreement and authorize the City Administrator to enter into the agreement.

**SERVICE AGREEMENT TO ALLOW THE SALE AND
PLACEMENT OF ADVERTISING BANNERS AT CITY
SOFTBALL FIELDS IN EXCHANGE FOR MAINTENANCE
OF, AND CAPITAL IMPROVEMENTS TO, SAID CITY
SOFTBALL FIELDS**

This Service Agreement is made this ____ day of _____, 2013, between the CITY OF MASON, a Michigan municipal corporation, with its principal offices located at 201 W. Ash Street, Mason, Michigan 48854 (hereinafter referred to as the "City"), and the Mason Softball Association, a Michigan non-profit corporation, with its offices located at 322 Lawton Street, Mason, MI 48854 (hereinafter referred to as the "Association"):

WITNESSETH:

WHEREAS, the Association desires to enter into a Service Agreement to use the softball fields located at Bond Park and Hayes Park (hereinafter referred to as the "City softball fields") and to sell advertising banners to be placed on the fences of the City softball fields with a portion of the net proceeds from the banner sales to be used for the benefit of the City softball fields; and

WHEREAS, the City Council believes that the display of advertising banners is a proper use of public property for the benefit of the City provided the City retains control of the location, size, number and content of the banners in order to maintain the aesthetics and attractiveness of the City softball fields and provided a prescribed portion of the net proceeds from the sale of banners is used to benefit the City softball fields; and

WHEREAS, a public meeting of the Mason City Council was held on Monday, March 4, 2013, at which meeting the City Council approved this Service Agreement and authorized the City Administrator to execute this Service Agreement between the Association and the City with the following provisions:

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the City and the Association agree as follows:

1. The City hereby grants a Service Agreement to the Association to sell advertising banners on behalf of persons, businesses and organizations and to display said banners at approved locations at the City softball fields. This Service Agreement shall continue in force until terminated by either party in the manner prescribed herein.
2. The Association agrees to keep an accounting of all income and expenses associated with the banner sales. The Association further agrees to provide a written accounting of said income and expenses and agrees to provide such accounting and submit to an annual audit of its accounting by designated City personnel upon request of the City Administrator.
3. The Association agrees to expend not less than 50% of the net proceeds from the banner sales for maintenance of, and capital improvements to, the City softball fields used by the Association.
4. The Association agrees to be responsible for maintenance of the immediate grounds of

the City softball fields for Association activities during the playing season of the Association. Maintenance under this section is to include mowing, trimming, chalking, dragging, ground repair and general cleaning of the City softball fields. The City and the Association understand and agree that the Association does not, by entering into this Agreement, assume any duty, responsibility, or liability to users of the fields, or other third parties, engaged in any activity that is not sanctioned by the Association, for any Association action or omission under this Agreement, except as otherwise provided by law.

5. The City agrees to make readily available to the Association certain equipment necessary for the maintenance of the softball fields. Said equipment to include, but not be limited to, line-cutter, chalk line dispensers, chalk line setup equipment, and infield drag. The City further agrees to allow secure storage of maintenance equipment and supplies in the storage buildings at the City softball fields.
6. In consideration of the Association assuming full responsibility for the maintenance of the immediate grounds of the City softball fields used for Association activities during the playing season of the Association, the City agrees that the Association shall have the right of first refusal for the use of the City softball fields during the period starting March 1 and ending on October 31 of each calendar year. The right of first refusal hereby granted shall apply to each weekday after 5 PM and every weekend day between the hours of 7 AM to 10 PM during the time period defined herein.
7. The City agrees to waive all charges to the Association for field use.
8. In consideration of the Association assuming full responsibility for all costs and work necessary for the sale, procurement, installation, maintenance, and removal of the banners, as well as the accounting and reporting obligations under this Service Agreement, the Association shall be authorized to retain up to 50% of the net proceeds received from the sale of banners under this Service Agreement.
9. The Association agrees that the display of banners shall be subject to the following stipulations and agrees to advise of said stipulations in any agreement to display banners:
 - a. All banners will be constructed, erected, and displayed in compliance with all applicable City ordinances.
 - b. The Association agrees that the City Administrator shall have final approval of the number, size, location, and content of all banners.
 - c. The Association agrees that no vested rights accrue to it or to any person, business or organization which may enter into an agreement for the display of a banner.
 - d. The Association shall, at its sole expense, be responsible for the removal of any banners within four (4) weeks of termination of this Service Agreement. Upon failure of the association to remove such banners, the banners shall be deemed trash and may be removed and discarded by the City.
 - e. The City agrees that the Association may display banners after March 1 of each year.

- f. The Association agrees to remove all banners by November 1 of each year or within four (4) weeks after the end of the Association's Fall softball season, whichever is later.
 - g. The Association agrees not to enter into an agreement with any person, business, or organization for the display of a banner which is inconsistent with any term of this agreement.
 - h. By entering into this agreement the City does not, and does not intend to, make the Association an agent of the City and the Association may not bind the City to any contract with any person, business, or organization.
10. In consideration of the rights and privileges granted pursuant to this Agreement, the Association agrees to defend, indemnify, and hold harmless the City of Mason and its elected and appointed officers, members, agents, and employees from any claim or liability arising out of any act or omission of the Association or its officers, members, agents, or employees under this Agreement.
 11. The Association agrees to not discriminate against any employee or applicant for employment engaged in the performance of this Agreement with respect to hire, tenure, terms, conditions or privileges of employment, or any matter directly or indirectly related to employment, because of the applicant's race, color, religion, national origin or ancestry. This covenant is of the essence and breach of this covenant shall constitute a material breach of this Agreement.
 12. This Agreement may be terminated by either party for a material breach of this agreement after written notice to the other party and a reasonable opportunity to cure or, for any or no reason upon written notice given at minimum 90 days in advance.

The parties hereto have caused this Agreement to be executed by their duly authorized officers or representatives on the date and year first written above.

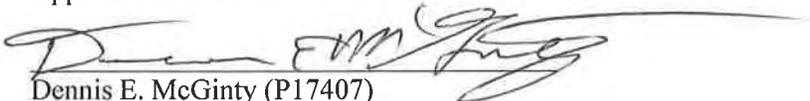
MASON SOFTBALL ASSOCIATION

CITY OF MASON

By _____
Gary Evans, President

By _____
Martin A. Colburn, City Administrator

Approved as to Form



Dennis E. McGinty (P17407)
Mason City Attorney
601 Abbot Road
East Lansing, MI 48823
(517) 351-0280

CITY OF MASON

STAFF AGENDA REPORT TO CITY COUNCIL

Meeting Date: March 4, 2013

Agenda Item: 8(E)

AGENDA ITEM

Report – Analysis of Ordinances Relative to Recreation Vehicle Parking on Residential Property

EXHIBITS

- Figure 100-101. Yard Definition

STAFF REVIEW

Zoning and Development Department

SUMMARY STATEMENT

Per Council's request, the following is an interpretation of the City's Zoning Ordinance regarding parking Recreation Vehicles (RVs) on residential property. Staff has historically allowed parking of RVs in the side or rear yards on residential property based on an interpretation of the following two sections of the Zoning Ordinance:

- 1.) Section 94-172(d)(1) "*Residential front yard use. On any lot in a residential district and on any lot used for residential purposes, that portion lying in front of the building line shall be used only for landscaping purposes and nothing other than landscaping materials, permitted signs and permitted driveways shall be parked, placed, erected or planted thereon*".

This section of the zoning ordinance is fairly straight forward. Attached is Figure 100-101, which illustrates the definition of each yard (front, side and rear). It is clear that the interpretation of this section prohibits the storage of any vehicle within the front yard.

- 2.) Section 94-292(j)(1) "Parking in the required front yard is prohibited in the RM, C-1, O-1, and O-2 districts. For residential uses in the AG, RS-1, RS-2, RS-3, and R2F districts, that portion of a regularly constructed driveway extending in front of the required front yard setback line may be used for parking by up to two passenger vehicles. Front yard parking in the C-2, C-3, M-1, and M-2 districts is prohibited except upon a finding by the planning commission that such parking is a critical component of the operation of the particular use and that adequate provisions are included for the screening and landscaping of such parking area".

Staff has historically interpreted this section of the zoning ordinance similarly to #1 above, that parking in the front yard is prohibited and that it does not make specific mention of use of the side or rear yards.

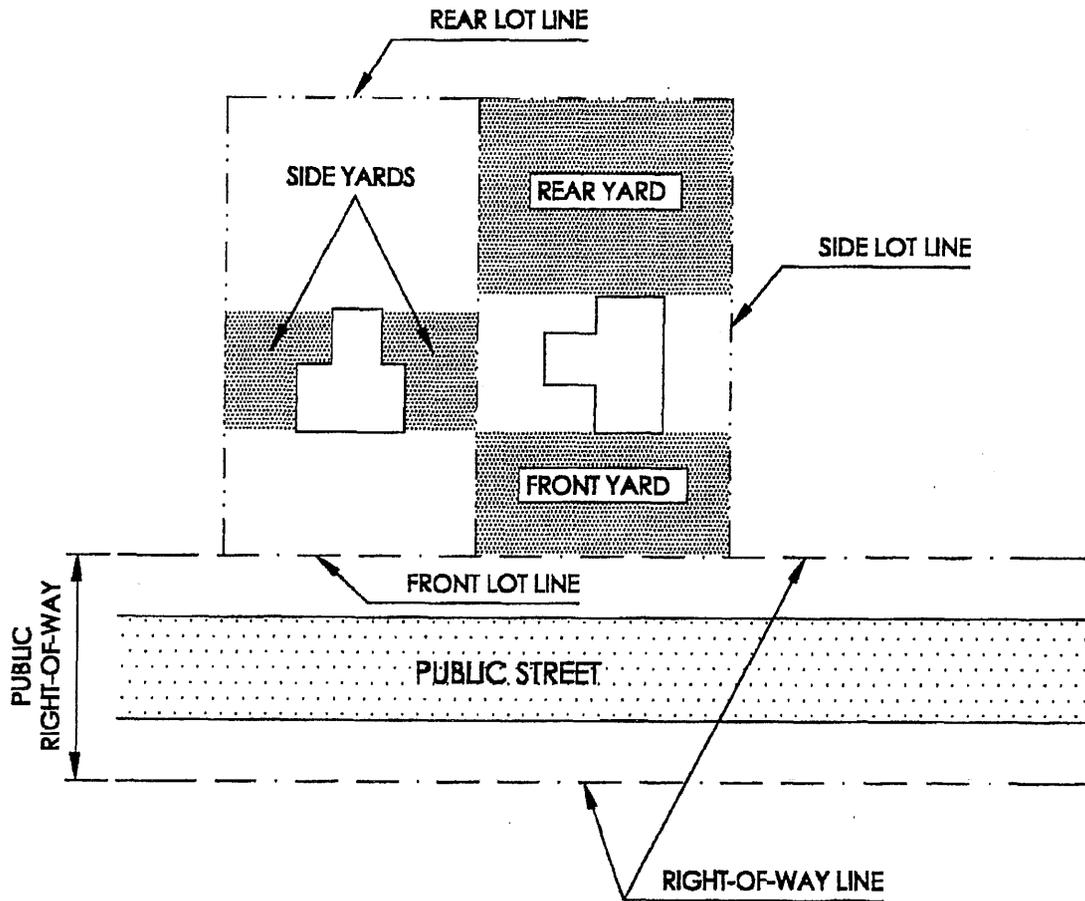
In conclusion, when considering both sections of the ordinance, staff has historically interpreted the intent, as considered together, to address front yard use only.

RECOMMENDED ACTION

No action required.

ARTICLE II. FIGURES

Figure 100-101. Yard Definition.



(Ord. No. 152, 5-1-2006)

City of Mason

201 W. Ash St.
P.O. Box 370
Mason, MI 48854-0370
www.mason.mi.us



City Hall 517 676-9155
Police 517 676-2458
Fax 517 676-1330
TDD 1-800-649-3777

MEMORANDUM

TO: Honorable Mayor and Council Members

FROM: Martin Colburn, City Administrator

DATE: March 4, 2013

RE: City Administrator's Report

Bid Requirements for Public Projects Under the Iran Economic Sanctions Act of 2012

On December 28, 2012, Governor Snyder signed Public Act 517 of 2012 ("Iran Economic Sanctions Act"). Beginning April 1, 2013, an "Iran Linked Business" is not eligible to submit a bid on a request for proposal with a public entity, including state agencies, school districts, community colleges, intermediate school districts, cities, villages, townships, counties, and public authorities.

The Act defines an Iran Linked Business as an individual or any entity, including all successors, parent companies, subsidiaries, and companies under common control, engaged in investment activities of \$20,000,000.00 or more with the energy sector of Iran, including providing of products used to construct or maintain oil or liquefied natural gas pipelines.

City of Mason 2012 Water Quality Report

As a public water utility, the City is required to publish an annual report on the state of our water quality. It is intended to be used by the general public as well as industry for full disclosure regarding the safety and risk of their water. The City water quality report demonstrates that the City meets the requirements and standards established by the Federal Government and regulated by the Michigan Department of Environmental Quality. Lead and copper testing is a requirement of sampling. Historically, Mason did have concerns in this area, but with our water treatment plant, we now fall well below maximum allowances. This has reduced required amounts of testing, which lowers costs. Since there is no measurable lead and copper in the water as it leaves the water treatment plant, these tests are measuring corrosivity in the home piping systems.

Our radioactive contaminates combined level of Radium 226 and Radium 228 is 1.7pCi/L, which is well under the MCL of 5pCi/L. Our water treatment plant is effective. The City of

Mason's continued vigilance of maintaining by investing into the infrastructure makes for a healthy product. It also assists with our fire protection citywide. The annual report is attached for your digestion.

Proposed Adjusted Census Urban Boundary

The U.S. Census Bureau redefines the urban areas by utilizing the new data from the decennial census. The Federal Highway Administration utilizes that information and re-evaluates how that fits and works within the scope of defining the changes of the urban boundaries and how that influences the distribution, or shift of funding, within our region.

As expected, the Michigan Department of Transportation's maps are delineating changes. Those in Mason are expected. The newest version demonstrates those properties brought into the city limits by annexation. Typically, changes would be made by these types of adjustments as well as other substantial development. The newest map demonstrates the urban area delineated beyond the city limits on the south side along Dexter Trail to Tomlinson Road, west and to Hull Road. This is within Vevay Township and represents changes within the census block as well as urban area uses. A good example would be the airport within that area.

What is not typical is a long narrow strip along Hull Road to Mason Manor Mobile Home Parl. This is due to the interpretation by the US Census Bureau and ultimately the Federal Highway Administration. What this means to Vevay Township and the Ingham County Transportation and Budget Department, is that future Capital maintenance for that stretch of road is shifted from rural funding to urban funding. It also means Ingham County will receive \$7,000-\$8,000 more per mile for annual Act 51 funds.

