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, July 15, 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. Presentations
7. Consent Agenda
   A. Approval of Minutes – Regular Council Meeting: July 1, 2013
   B. Approval of Bills
   C. Motion—Excuse City Councilmember James Mulvany from the July 15, 2013 City Council meeting
   D. Request—Alley Closure for Bad Brewing Company
8. Regular Business
   A. Second Reading and Adoption – Ordinance No. 194 — An Ordinance granting to Consumers Energy Company, its successors and assigns, the right, power and authority to construct, maintain and commercially use electric lines consisting of towers, masts, poles, crossarms, guys, braces, feeders, transmission and distribution wires, transformers and other electrical appliances on, under, along and across the highways, streets, alleys, bridges, waterways, and other public places, and to do a local electric business in the City of Mason, Ingham County, Michigan, for a period of thirty years.

   B. Motion— Directory of Charges
9. Unfinished Business
10. New Business
11. Correspondence
    - Monthly Revenue and Expenditure Report
    - Quarterly Investment Report for Period Ending June 30, 2013
    - Thank you card from Mason Senior Organization
12. Liaison Reports
13. Councilmember Reports
14. Administrator's Report
    - Capital Improvement Plan
    - Temple Street Construction
15. Adjournment

CITY OF MASON
REGULAR CITY COUNCIL MEETING
MINUTES OF JULY 1, 2013

Clark called the meeting to order at 7:30 p.m. in the Council Chambers at 201 W. Ash Street, Mason, Michigan. Clark 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
Don Hanson, Police Sergeant

ANNOUNCEMENTS

- July 4th Events: Old Car Show – Parade – Fireworks
- Farmers Market – July 6, 2013
- Mason resident, Kyle Smith, was introduced; Mr. Smith will be leaving for the US Army in the next two weeks.

PEOPLE FROM THE FLOOR

None.

CONSENT AGENDA

MOTION by Naeyaert, second by Droscha,
to amend the agenda by moving Agenda Item No. 8(C) Resolution 2013-32 – A Resolution Choosing Dace Koenigsknecht as Artist for Lansing Economic Area Partnership $10,000 Art Grant, from Regular Business to the Consent Agenda.
MOTION APPROVED UNANIMOUSLY

By consensus, the Minutes of June 17, 2013 and the bills were removed from the Consent Agenda and moved to Regular Business as Items 8(A) and (B) accordingly.

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

- Street Closure Request for Mark Street
  - Approve street closure for Mark Street between Columbia and Maple Streets, 8:00 a.m. – 10:00 p.m. on July 4, 2013 for the annual Mark Street neighborhood Independence Day celebration.

- Resolution 2013-32 – A Resolution Choosing Dace Koenigsknecht as Artist for Lansing Economic Area Partnership $10,000 Art Grant

CITY OF MASON
CITY COUNCIL RESOLUTION NO. 2013-32
A RESOLUTION CHOOSING DACE KOENIGSKNECHT AS ARTIST FOR LANSING ECONOMIC AREA PARTNERSHIP $10,000 ART GRANT
JULY 1, 2013

Whereas, the Lansing Economic Area Partnership (LEAP) established a Public Art Grant program, the first of its kind in Mid-Michigan; and

Whereas, the City of Mason accepted the LEAP $10,000 grant and adopted a Public Art Policy; and

Whereas, an Art Selection Committee of seven members was formed with the purpose of reviewing the artists' proposals and making a recommendation to City Council; and

Whereas, the Art Selection Committee reviewed the individual and group scores of all artists' proposals and Dace Koenigsknecht was the unanimous choice by the committee, as they graded and chose an artist based on Visibility (25 points), Design (25 points), Experience (20 points), Durability (20 points) and Cost (10 points); and

Whereas, the City of Mason will enter into a binding contract with Dace Koenigsknecht, commissioning him to create his artwork in stainless steel;

Now, Therefore, Be it Resolved, that the City of Mason gives signature authority to City Administrator Martin Colburn, in order to enter into said contract.

RESOLUTION APPROVED UNANIMOUSLY

REGULAR BUSINESS

Approval of Minutes – Regular Council Meeting: June 17, 2013

MOTION by Naeyaert, second by Droscha,
to correct the Minutes of June 17, 2013, page 9, under Unfinished Business, first line, delete the words, has been, and insert the words, needs to be.
MOTION APPROVED UNANIMOUSLY

Approval of Bills

A brief discussion was held regarding the payment to Shaheen Chevrolet.

MOTION by Naeyaert, second by Droscha,
to approve the bills in the amount of $60,888.85.
MOTION APPROVED UNANIMOUSLY

First Reading and Adoption – Ordinance No. 190-A-2013- An Ordinance to Amend Sections 26-161 and 26-163 of Article IV- Fireworks- of Chapter 26 – Fire Prevention and Protection- of the Code of the City of Mason

Colburn spoke regarding the amendment to Ordinance No. 190-A-2013. This ordinance will be in effect immediately. Concern regarding enforcement in city parks was raised. Hanson spoke regarding enforcement of the ordinance. He cited State law which prohibits consumer fireworks on public or private property without the organization's or person's expressed permission.

MOTION by Naeyaert, second by Droscha,
to introduce Ordinance No. 190-A-2013, consider it read and adopted.
MOTION APPROVED UNANIMOUSLY

CITY OF MASON
ORDINANCE NO. 190-A-2013

AN ORDINANCE TO AMEND SECTIONS 26-161 AND 26-163 OF ARTICLE IV - FIREWORKS - OF CHAPTER 26 - FIRE PREVENTION AND PROTECTION - OF THE CODE OF THE CITY OF MASON.

Councilmember Naeyaert moved the adoption of the following ordinance:

THE CITY OF MASON ORDAINS:

Sections 26-161 and 26-163 of Article IV of Chapter 26 of the Code of the City of Mason are hereby amended to read as follows:

Sec. 26-161. Violations declared misdemeanor.

Violations of this article are a municipal civil infraction punishable by a civil fine of not more than $500 for each violation of this article.

Sec. 26-163. Use of consumer fireworks prohibited.

No person except those persons granted a permit pursuant to Section 26-164 of this Article shall display discharge, use or ignite any consumer fireworks within the city, except that on the day preceding, the day of, or the day after a national holiday, a person may discharge, use, or ignite consumer fireworks at any time other than between the hours of 1:00 a.m. and 8:00 a.m.

The City of Mason further ordains that this ordinance is hereby declared to be immediately necessary for the preservation of the public peace, health, or safety and shall become immediately effective after its enactment upon its publication by the city clerk posting copies thereof in conspicuous locations in ten public places in the city and by the clerk immediately thereafter such posting entering in the ordinance book of the city under a record of this ordinance a certificate stating the time and place of such publication by posting of this ordinance.

Number of council members present: Seven (7)
Number of affirmative votes: Seven (7)

The foregoing Ordinance was moved for adoption by Council Member Naeyaert and seconded by Council Member Droscha, with a vote thereon being: YES (7) NO (0), at a regular meeting of the City Council held pursuant to public notice in compliance with the Michigan Open Meetings Act, on the 1st day of July, 2013.

ORDINANCE APPROVED UNANIMOUSLY

Resolution 2013-31- Resolution to Accept a Thirty (30) Foot Permanent Sewer and Water Easement from Capital Regional Airport Authority at Mason Jewett Airport

MOTION by Droscha, second by Brown,
to consider Resolution No. 2013-31 read.
MOTION APPROVED UNANIMOUSLY

Resolution No. 2013-31 was introduced by Droscha and seconded by Naeyaert.

CITY OF MASON
CITY COUNCIL RESOLUTION NO. 2013-31
RESOLUTION TO ACCEPT A THIRTY (30) FOOT PERMANENT SEWER AND WATER EASEMENT FROM CAPITAL REGION AIRPORT AUTHORITY AT MASON JEWETT AIRPORT
July 1, 2013

WHEREAS, on November 3, 1989, the City of Mason entered into an agreement with Vevay Township, as amended by an agreement dated August 1, 1994 (the 425 Agreement); and

WHEREAS, the agreement was inclusive of a tax sharing agreement, facilitating the creation and growth of the Sycamore Creek Industrial Park; and

WHEREAS, a sanitary sewer system was constructed to the design and specifications approved by the City of Mason and the Michigan Department of Environmental Quality to serve the properties within the City of Mason and adjacent areas for future development inclusive of Sycamore Creek Industrial Park; and

WHEREAS, this agreement established provisions that properties within Vevay Township may connect to the City of Mason water and sanitary lines; and

WHEREAS, a sanitary sewer main and water main are being constructed parallel to the Mason Jewett Airport Service Road to service the support facilities for Lansing Community College hangar and classrooms for their avionics maintenance training program; and

WHEREAS, it is in the best interest of the City of Mason to acquire a thirty foot permanent easement for maintenance of public utilities at Mason Jewett Airport to provide ingress/egress to the infrastructure improvements; and

WHEREAS, the City Attorney has reviewed and approved the easement agreement for form and the City Engineer's office has approved the easement description.

NOW THEREFORE BE IT RESOLVED, that the Mason City Council does hereby authorize the City Mayor and City Administrator to execute and record the easement with the Ingham County Register of Deeds on behalf of the City of Mason.

RESOLUTION APPROVED UNANIMOUSLY

UNFINISHED BUSINESS
None.

NEW BUSINESS
None.

CORRESPONDENCE
All correspondence was distributed.

LIAISON REPORTS
- Mulvany informed Council regarding Historic District Commission business
- Ferris informed Council regarding Tree Commission business.
- Brown informed Council regarding the Sesquicentennial Committee business

COUNCILMEMBER REPORTS
None.

ADMINISTRATOR'S REPORT
Colburn informed Council regarding City business.

ADJOURNMENT
The meeting adjourned at 8:07p.m.

Deborah J. Cwiertniewicz, City Clerk

Leon R. Clark, Mayor

07/11/2013 01:06 PM
User: TF
DB: Mason City

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF MASON

EXP CHECK RUN DATES 07/08/2013 - 07/16/2013
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

COUNCIL REPORT
MONDAY, JULY 15, 2013

Vendor Code / Invoice / GL Number	Vendor Name / Invoice Description / GL Description	Invoice Date	Amount	
06474	CONSUMERS ENERGY			
JULY 2013	ELECTRICITY 5/21 - 6/20	07/08/2013		
101-448.00-926.000	ELECTRICITY 5/21 - 6/20		6,617.02	
JULY 2013	ELECTRICITY 5/24 - 6/30	07/12/2013		
101-448.00-926.000	ELECTRICITY 6/1 - 6/30		8,518.29	
592-555.00-920.000	ELECTRICITY 5/24 - 6/24		10,740.66	
			19,258.95	
		VENDOR TOTAL:		25,875.97
05221	MCGINTY, HITCH, HOUSEFIELD, PERSON,			
JULY 2013	JUNE LEGAL FEES	07/12/2013		
101-266.00-826.000	JUNE LEGAL FEES		7,294.45	
		VENDOR TOTAL:		7,294.45
07096	SPEEDWAY, LLC			
JULY 2013	JUNE FUEL 1872.2 GALLONS	07/12/2013		
661-568.00-731.000	JUNE FUEL 1872.2 GALLONS		6,301.61	
		VENDOR TOTAL:		6,301.61
05363	WOLVERINE ENGINEERS INC			
20130258	W COLUMBIA RECONSTRUCTION ENGINEERING	07/12/2013		
202-000.00-202.001	W COLUMBIA RECONSTRUCTION ENGINEERING		15,775.00	
		VENDOR TOTAL:		15,775.00
		TOTAL - ALL VENDORS:		55,247.03

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: July 15, 2013 **Agenda Item:** 7(C)

AGENDA ITEM
Motion—Excuse City Council Member James Mulvany from the July 15, 2013 City Council meeting.

EXHIBITS
None

STAFF REVIEW
Administration

SUMMARY STATEMENT
Councilmember James Mulvany is not able to attend the July 15, 2013 City Council meeting due to a family vacation.

RECOMMENDED ACTION
Approve excused absence for Council Member James Mulvany.

CITY OF MASON

STAFF AGENDA REPORT TO CITY COUNCIL

Meeting Date: July 15, 2013 **Agenda Item:** 7(D)

AGENDA ITEM
Request—Alley Closure for Bad Brewing Company

EXHIBITS

- Letter of Request from Danielle French of Bad Brewing Company, dated July 12, 2013

STAFF REVIEW
City Clerk

SUMMARY STATEMENT
The Bad Brewing Company will be celebrating their one-year anniversary in business and is planning a celebration on July 25, 2013 between the hours of 5:00 PM and 10:00 PM. Staff reviewed the site and recommend closing the alley next to their building between Jefferson Street and the corner of the building.

RECOMMENDED ACTION
Move to approve closure of the alley between Bad Brewing Company and Kean's Store Co. from Jefferson Street to the end of the Bad Brewing Company building to allow a hot dog vendor to sell refreshments for the company's first year anniversary in business.

7/12/2013

To whom it may concern,

We are having a 1 year anniversary party for our business BAD Brewing Company on July 25, 2013 from 5pm-10pm. To go along with this party we would like to have What Up Dawg come and cater the event with a hot dog cart set up for people to be able to enjoy a bite to eat since we do not serve food ourselves. We would like to place the hot dog cart on the north side of our building 440 S Jefferson right next to the telephone pole that is closest to the front of the building. This will just be a single day event from the time stated above and are asking permission to be able to make this possible.

Thank you,

Danielle French

BAD Brewing Company

517-214-0098

CITY OF MASON

STAFF AGENDA REPORT TO CITY COUNCIL

Meeting Date: July 15, 2013 **Agenda Item:** 8(A)

AGENDA ITEM

Second Reading—Ordinance 194—An Ordinance granting to Consumers Energy Company, its successors and assigns, the right, power and authority to construct, maintain and commercially use electric lines consisting of towers, masts, poles, crossarms, guys, braces, feeders, transmission and distribution wires, transformers and other electrical appliances on, under, along and across the highways, streets, alleys, bridges, waterways, and other public places, and to do a local electric business in the City of Mason, Ingham County, Michigan, for a period of thirty years.

EXHIBITS

None

STAFF REVIEW

Administration

SUMMARY STATEMENT

The State of Michigan Constitution calls for cities to have an established franchise agreement authorizing utility services. Consumers Energy, based out of Jackson, Michigan, is the primary provider within our region. This agreement provides them authorization to place the infrastructure and perform the necessary duties to provide electrical services within the City. This is a continuation of a long-term existing relationship between the two parties.

RECOMMENDED ACTION

Move to consider Ordinance No. 194 read for the second time and adopted.

Introduced/First Reading: June 17, 2013
Second Reading/Adopted:
Publication:
Effective Date:

CITY OF MASON
ORDINANCE NO. 194

AN ORDINANCE, GRANTING TO CONSUMERS ENERGY COMPANY, ITS SUCCESSORS AND ASSIGNS, THE RIGHT, POWER AND AUTHORITY TO CONSTRUCT, MAINTAIN AND COMMERCIALLY USE ELECTRIC LINES CONSISTING OF TOWERS, MASTS, POLES, CROSSARMS, GUYS, BRACES, FEEDERS, TRANSMISSION AND DISTRIBUTION WIRES, TRANSFORMERS AND OTHER ELECTRICAL APPLIANCES ON, UNDER, ALONG AND ACROSS THE HIGHWAYS, STREETS, ALLEYS, BRIDGES, WATERWAYS, AND OTHER PUBLIC PLACES, AND TO DO A LOCAL ELECTRIC BUSINESS IN THE CITY OF MASON, INGHAM COUNTY, MICHIGAN, FOR A PERIOD OF THIRTY YEARS.

THE CITY OF MASON ORDAINS:

Section 1. Grant, term. The City of Mason, Ingham County, Michigan, hereinafter "City," hereby grants the right, power and authority to the Consumers Energy Company, a Michigan corporation, its successors and assigns, hereinafter called the "Grantee," to construct, maintain and commercially use electric lines consisting of towers, masts, poles, crossarms, guys, braces, feeders, transmission and distribution wires, transformers and other electrical appliances, hereinafter referred to collectively as electric lines, for the purpose of transmitting, transforming and distributing electricity on, under, along and across the highways, streets, alleys, bridges, waterways, and other public places, and to do a local electric business in the city of Mason, Ingham County, Michigan, for a period of thirty years.

Section 2. Consideration. In consideration of the rights, power and authority hereby granted, said Grantee shall faithfully perform all things required by the terms hereof.

Section 3. Conditions. Except in cases of emergency, no work requiring any excavation in, opening in, or tunneling under any highway, street, alley, bridge, waterway, or other public place shall be commenced by said Grantee without first obtaining a permit for said work from the City. Except in cases of emergency, no work requiring the obstruction of any portion of any right-of-way for longer than one day shall be commenced by Grantee without first obtaining a right-of-way permit from the City. In cases of emergency, the required permits shall be obtained as soon as practicable after commencement of the work. No highway, street, alley, bridge, waterway, or other public place used by said Grantee shall be obstructed longer than necessary during the work

of construction or repair, and shall be restored to the same order and condition as when said work was commenced. All of Grantee's structures and equipment shall be so placed on either side of the highways so as not to unnecessarily interfere with the use thereof for highway purposes. All of Grantee's wires carrying electricity shall be securely fastened so as not to endanger or injure persons or property in said highways. The Grantee shall have the right to trim trees if necessary in the conducting of such business, subject, however, to the supervision and reasonable control of the City's Public Works Department or its successor.

Section 4. Hold harmless. Said Grantee shall at all times keep and save the City free and harmless from all loss, costs and expense to which it may be subject by reason of the electric lines hereby authorized. In case any action is commenced against the City on account of the permission herein given, said Grantee shall, upon notice, defend the City and save it free and harmless from all loss, cost and damage arising out of the electric lines. Provided, however, that Grantee's obligations under this Section 4 shall not apply to any loss, cost, damage, or claims arising solely out of the negligence of the City, its employees, or its contractors. Furthermore, in the event that any loss, cost, damage or claims arise out of the joint negligence of the City, its employees or its contractors, Grantee's obligations under this Section 4 shall not apply to the proportional extent of the negligence of the City, its employees or its contractors.

Section 5. Extensions. Said Grantee shall construct and extend its electric distribution system within said city, and shall furnish electric service to applicants residing therein in accordance with applicable laws, rules and regulations.

Section 6. Franchise not exclusive. The rights, power and authority herein granted, are not exclusive.

Section 7. Rates. Said Grantee shall be entitled to charge the inhabitants of said city for electric furnished therein, the rates as approved by the Michigan Public Service Commission, to which Commission or its successors authority and jurisdiction to fix and regulate electric rates and rules regulating such service in said City, are hereby granted for the term of this franchise. Such rates and rules shall be subject to review and change at any time upon petition therefor being made by either said City, acting by its City Council, or by said Grantee.

Section 8. Revocation. The franchise granted by this ordinance is subject to revocation at the will of the City Council or Grantee and upon sixty (60) days written notice by the party desiring such revocation.

Section 9. Right of regulation. The Grantee shall be and remain subject to all charter provisions, ordinances, rules and regulations of the City now in effect, or which are subsequently adopted for the regulation of land uses or for the protection of the health, safety and general welfare of the public; provided, however, that nothing herein shall be construed as a waiver by Grantee of its existing or future rights under State or Federal law.

Section 10. Use of streets of streets. The franchise granted by this ordinance is subject to the right of the City to use, control, and regulate the use of its streets, alleys, bridges, and public places and the space above and beneath them. The Grantee and its contractors and subcontractors shall, at Grantee's own cost and expense, relocate or remove Grantee's facilities from streets, alleys, bridges, and public places whenever (i) the use of such streets, alleys, bridges, and public places by the public for the installation or repair of public improvements, such as, but not limited to, drains, sewers, water mains or pipes, road construction, grading or repair, or (ii) the vacation of any street or public right of way, necessitates such relocation or removal; provided, however, that nothing herein shall be construed as a waiver by Grantee of any of its existing or future rights under state or Federal law. Nothing herein shall restrict or impair Grantee's rights under any statutes or laws regarding the vacation or relocation of public streets. Grantee shall permit joint use of, or attachment to, its poles and other appurtenances located within the streets, alleys and other public places of Grantor in accordance with the rules and regulations of the Michigan Public Service Commission and the Federal Communications Commission, as applicable.

Section 11. Michigan Public Service Commission, jurisdiction. Said Grantee shall, as to all other conditions and elements of service not herein fixed that fall within the jurisdiction of the Michigan Public Service Commission, be and remain subject to the rules and regulations of the Michigan Public Service Commission or its successors, applicable to electric service in said City.

Section 12. Repealer. This ordinance, when accepted and published as herein provided, shall repeal and supersede the provisions of an electric ordinance adopted by the City on January 15, 1979 entitled:

> AN ORDINANCE, GRANTING TO CONSUMERS POWER COMPANY, ITS SUCCESSORS AND ASSIGNS, THE RIGHT, POWER AND AUTHORITY TO CONSTRUCT, MAINTAIN AND COMMERCIALLY USE ELECTRIC LINES CONSISTING OF TOWERS, MASTS, POLES, CROSSARMS, GUYS, BRACES, FEEDERS, TRANSMISSION AND DISTRIBUTION WIRES, TRANSFORMERS AND OTHER ELECTRICAL APPLIANCES ON, UNDER, ALONG AND ACROSS THE HIGHWAYS, STREETS, ALLEYS, BRIDGES AND OTHER PUBLIC PLACES, AND TO DO A LOCAL ELECTRIC BUSINESS IN THE CITY OF MASON, INGHAM COUNTY, MICHIGAN FOR A PERIOD OF THIRTY YEARS.

and amendments, if any, to such ordinance whereby an electric franchise was granted to Consumers Energy Company.

Section 13. Effective date. This ordinance shall take effect upon the latter of (i) the day after the date of publication thereof and (ii) twenty days after adoption thereof by the City Council; provided, however, it shall cease and be of no effect after thirty days

from its adoption unless within said period the Grantee shall accept the same in writing filed with the City Clerk. Upon acceptance and publication hereof, this ordinance shall constitute a contract between said City and said Grantee.

The foregoing Ordinance was moved for adoption by Council Member _____ and seconded by Council Member _____, with a vote thereon being: YES ( ) NO ( ), at a regular meeting of the City Council held pursuant to public notice in compliance with the Michigan Open Meetings Act, on the _____ day of July, 2013.

Mason Codes declared adopted this ____ day of July, 2013.

_____
Leon R. Clark, Mayor

_____
Deborah A. Cwiertniewicz, Clerk

CITY OF MASON

STAFF AGENDA REPORT TO CITY COUNCIL

Meeting Date: July 15, 2013 **Agenda Item:** 8(B)

AGENDA ITEM
Motion – Directory of Charges

EXHIBITS
Directory of Charges (with edits)

STAFF REVIEW
Finance Department

SUMMARY STATEMENT
These charges are reviewed periodically by staff. The last update was January 21, 2013. The proposed changes for this update would be effective July 15, 2013 unless otherwise stated.

RECOMMENDED ACTION
Move to approve the Directory of Charges dated July 15, 2013.

CITY OF MASON

DIRECTORY OF CHARGES

July 15, 2013

Amended January 21, 2013
Amended June 18, 2012
Amended January 16, 2012
Amended July 1, 2011
Amended January 17, 2011
Amended December 7, 2009
Amended April 7, 2008
Amended October 16, 2006

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GENERAL CHARGES

Copies	$.25 per copy
City Charter	$.25 per page
City Audit	$15.00 each
City Budget	$20.00 each, black and white copy only
Water, Storm, & Sanitary Sewer Maps	$6.00 large $4.00 small
City Map-Zoning-Colored	$6.00 each
Computer Runs	In house: $35.00 per hour + $5 for disk Out of house: Cost + 10%
Loudspeaker Set-up & Take-down Charge Based on actual time & equipment rental charges	$255.00 Approximate
Search of Cemetery Records for Genealogy Purposes	$23.00 per hour (minimum of ½ hour)
Quit Claim Deed	$14.50
Tax Search for Records or any part thereof	$23.00 per hour
Master Plan Book	$25.00
Master Plan Map Only	$6.00
Recreational League Fees	$15.00 per game

These fees are collected seasonally from the league.

Softball Tournament Fees: Field and Lighting availability	$200
Staff maintenance time, equipment rental, materials	Actual Cost + 10% Admin Fee
Rental of Gazebo at Griffin Park - Resident	$25.00
Rental of Gazebo at Griffin Park – Non-Resident	$50.00
Hayes Park or Laylin Park Pavilion per day - Resident	$50.00
Hayes Park or Laylin Park Pavillon per day – Non-Resident	$75.00
Rayner Park Pavilion per day – Resident (Full Pavilion)	$100.00
Rayner Park Pavilion per day – Non-Resident (Full Pavilion)	$150.00
Rayner Park Pavilion per day - Resident (½ Pavilion)	$65.00
Rayner Park Pavilion per day – Non-Resident (1/2 Pavilion)	$90.00

GENERAL CHARGES (Continued)

Community Room Rental - Residents	$100.00	
Community Room Rental – Non-Residents	$200.00 plus $50.00 deposit	
Training Room Rental – Residents	$50.00	
Training Room Rental – Non-Residents	$100.00 plus $50.00 deposit	
Rental of City Property – Residents	$50.00	**NEW**
Rental of City Property – Non-Residents	$100.00	**NEW**
Zoning Ordinances	$50.00	
Check or ACH Return	$25.00	
Notary Public Service	$5.00 per document	

License to Perform Construction in City Right of Way

A request for license must begin by contacting the Director of the Department of Public Works. Requirements: present proof of workers compensation insurance, obtain a bond in the amount of $10,000, obtain a certificate of insurance in the amount of $1,000,000 with the City of Mason named as additional insured and pay a license fee in the amount of $75.00 before work begins.

Penalty for performing work in Right of Way without approval $200.00

CITY CLERK

MARRIAGE CEREMONY	$15.00
<u>ELECTIONS</u>	
Candidate Filing Fee – School Board Candidates Only	$100.00
Precinct Map	$1.50
Voter's CD	$30.00
Voter's Labels	$30.00 *(plus cost of labels)*
Voter's List	$30.00
Daily Absentee Voter List Update	$5.00
<u>FREEDOM OF INFORMATION ACT (FOIA)</u>	
Clerical *(subject to increase depending on the requested information and employee wages)*	$22.93 per hour
Copy Rate	$ .10 per page
Postage	Current Rate
Good Faith Deposit	Half of the Estimated Total Fee *(if it is estimated to exceed $50.00)*
Industrial Facilities Exemption Certificate Application Fee	$200.00
<u>PERMITS & LICENSES</u>	
Going out of Business License	$50.00
Outdoor Seating, Sales & Service License (one-time fee only)	$25.00
<u>PEDDLER PERMIT</u>	
Application Fee	$11.00
On Foot	
Per Day	$ 7.50
Per Month	$ 30.00
Per Year	$100.00
With Vehicle	
Annual Fee	$100.00
Plus Per Person, Annual Fee	$7.50
Minimum Bond	
Indemnity Bond	$750.00
Rug Merchant Indemnity Bond	$1250.00
Concessionaire Indemnity Bond	$750.00

ASSESSOR

Computer Generated Assessment Record (Lookup) - per parcel	
Picked up at office	$1.00
Faxed record	$3.00 per parcel
Financial Information &/or Listing Card	
Picked up at office	$1.00
Faxed record	$3.00 per parcel

All requests are filled within 24 working hours. If a "RUSH" is requested, the listed charge is doubled.

Land Division (not platted)	
Application fee plus;	$100.00
per parcel	$25.00
Application fee for Industrial Facility Certificate	$200.00

BUILDING AND ZONING

The following charges are for the Building and Zoning Department.

SCHEDULE OF FEES

Permits and Schedule of Fees - All applications for permits under this Ordinance shall be filed in duplicate with the Building Inspector or his/her duly-authorized representative. No applications shall be accepted for filing unless accompanied by a receipt from the City Treasurer showing payment of the appropriate fee as set forth in this Article.

BUILDING PERMITS	
Permit to move a building < 500 sq ft	$125.00
Permit to move a building > 500 sq ft	$1,000.00
Permit for excavation for, the erection of, addition to, or alteration of a building or structure. (Includes Certificate of Occupancy when requested)	
Minimum	$50.00 (for $1.00 to $5,000, plus $6.00 for each addl. $1,000 cost)
Commercial Review	$100.00
Mfg Housing/Mobile Home Placement	$125.00
Special Inspection or Reinspection	$50.00
Residential Razing Permit	$150.00
Fee for Construction without permit	1.5 times permit charge
Roofing (roof-over only)	$50.00
Re-roofing (tear off and new roof)	$100.00
Siding Permit	$50.00
CERTIFICATES OF OCCUPANCY PERMITS	
Change in use of building and/or land	$30.00
Nonconforming Use	None
APPLICATION FOR SPECIAL USE PERMIT	
Planned Unit Development (PUD)	$300.00
Sketch Plan Stage	
Complete Proceedings	
Other Applications	
Administrative Site Plan Review	$70.00
Special Use Permit	$275.00
Preliminary Site Plan Review	$200.00
Final Site Plan Review	$100.00

All construction under a Special Use Permit shall require a Building Permit.

Parking Plan Review	$125.00
Petition for Rezoning	$300.00

BUILDING AND ZONING (continued)

Zoning Board of Appeals, Appeals and Variances	$250.00 (standard fee)
Bldg. Code Board of Appeals, Appeals and Variances	$250.00
Sign Permit	$ 4.00 per $1,000 of construction and erection cost with $25.00 minimum permit fee.
Sign Board of Appeals, Appeals and Variances	$250.00
Swimming Pool	$75.00
DEVELOPMENT OF SUBDIVISIONS	
Tentative Preliminary Plat	$800.00 + $10/lot
Final Preliminary Plat	$250.00 + $10/lot
Final Plat	$300.00 + $10/lot
Other Applications	$50.00
Sound Equipment Registration Fee (per section 22-61 of the Mason Code)	$50.00
Commercial Fire Suppression Upgrade	$150.00

City of Mason
Soil Erosion & Sedimentation Control Program

FEE SCHEDULE
*****All fees must be paid prior to the issuance of a permit*****

RESIDENTIAL PROJECTS

Application Fees – (Application/plan review, site inspection, issuance of permit and close out site review)

Minor disturbance	$40.00
6 months	$150.00
9 months	$180.00
12 months	$210.00
Renewal	½ times base fee

COMMERCIAL PROJECTS

Application Fee:

First Acre	$350.00
Each Additional Acre	$35.00
Renewal	½ times base fee

Inspection Fees – If the property the earth disturbance is located on is:

Less than ½ acre	$250.00
½ to 1 acre	$750.00
1 to 5 acres	$1,500.00
5 to 10 acres	$2,500.00
Each additional 10 acres or fraction thereof	$1,250.00

OTHER FEES

Waiver	No Fee
Violation and Cease and Desist Follow-up Inspections	$270.00
Tax Lien Processing Fee	$100.00
Permit Transfer	
Residential	$25.00
Commercial	$75.00
Working without a permit	1 ½ times permit fee

FINANCIAL GUARANTEE REQUIREMENT

A bond, irrevocable letter of credit or cash deposit in the amount of the **estimated total cost of all temporary and permanent soil erosion and sedimentation control measures,** and an amount sufficient to assure installation and completion of corrective measures must be submitted before a SESC permit will be issued.

The total cost shall be estimated by the Applicant and reviewed by the Zoning and Development Department. The bond shall include penalty provisions for failure to complete the work on schedule as specified on the Permit.

Cemetery Office: 676-5041 City Clerk's Office: 676-9155

MAPLE GROVE CEMETERY

Mason, Michigan
Price List Effective July 1, 2007

	RESIDENT	NON-RESIDENT
Full Lot	$ 1,875	$ 3,875
Perpetual Care	710	710
TOTAL	$ 2,585	$ 4,585
Half Lot	$ 940	$ 1,940
Perpetual Care	355	355
TOTAL	$ 1,295	$ 2,295
Single Space	$ 375	$ 775
Perpetual Care	145	145
TOTAL	$ 520	$ 920
Baby Grave	$ 190	$ 390
Perpetual Care	75	75
TOTAL	$ 265	$ 465

GRAVE OPENING	**WEEKDAYS**	**SATURDAY**
Adult	$ 575	$ 700
Baby	$ 135	$ 200
Cremation	$ 135	$ 200

OVERTIME CHARGE: **$150 extra for any funeral entering the Cemetery after 3:30 P.M.**

Disinterment: 250% of Grave Opening Charge.

GRAVE OPENING CHARGES

Vault No.	Grave Size	Weekdays	Weekdays After 3:30 PM	Saturdays	Saturdays After 3:30 PM
0	19 X 36	$ 135	$ 285	$ 200	$ 350
1	26 X 50	$ 135	$ 285	$ 200	$ 350
1 ½	30 X 68	$ 575	$ 725	$ 700	$ 850
2	32 X 80	$ 575	$ 725	$ 700	$ 850
5	38 X 94	$ 575	$ 725	$ 700	$ 850
6	40 X 98	$ 575	$ 725	$ 700	$ 850

Foundations: $.50 Square Inch with a $125.00 minimum

Any regular Employee killed in the line of duty will receive a Cemetery space at no charge to the family.

EMPLOYEE'S CHARGES

Employee Cost for Copies maximum 20 without approval	.10 per copy
Long Distance Phone Calls - Cost of Call	

FIRE

The following charges are for the Fire Department:

Reports - Copies	$3.00 per report Each additional page .50
Standby Fees for Townships	
Aurelius	$54,471.51
Vevay	$70,882.06
Fire Runs - City (See Ordinance #113)	$250.00 per hour plus personnel cost
Township Fires (non-structure)	$250.00 per hour plus personnel cost
Township Fire (structure)	$400.00 per hour plus personnel cost
False Alarms (Code 26, Division 3)	$250.00 per incident plus personnel costs
Annual Recreational Fire Application Fee-City Only	$25.00

REFUSE COLLECTION

Refuse Collection Per Dwelling Unit	$149.76 for 2013	**CHANGE**

These charges are assessed on the City tax rolls each July. Eligible senior citizens may be exempt if they meet the following qualifications; 65 years of age, resident home owner in Mason, household income for the previous year did not exceed the stated amount on the exemption application, and the application must be filled out and turned in by September 15 of each year.

TAXES

Tax Interest & Penalties

Interest Applied September 1	4% of unpaid total on Tax Bill
Penalty Applied February 15	3% of unpaid total on Tax Bill

Tax Penalty Exemption

Certain property owners who qualify may receive a tax deferment for the July tax period and have these taxes included with the December taxes with no penalties added. Senior citizens; paraplegics; quadriplegic; eligible servicemen; eligible veterans or eligible widows; blind persons; and totally and permanently disabled persons; also certain agricultural real estate may be exempt. All exemption forms must be submitted on or before September 15 of each year.

Delinquent Unpaid Water Bills Placed on Tax Roll	$50.00 per account

POLICE CHARGES

The following charges are collected by our Police Violation Bureau:

Bike Licenses		
Lifetime of Bike	$10.00	
Copies		
Incident Reports – first two (2) pages	$5.00	
Each page thereafter	$2.00	
Accident Reports	$5.00	
Parking Lot Permits		
3-Month Permit	$35.00	
6-Month Permit	$65.00	
9-Month Permit	$90.00	
Annual Permits – City parking lots	$100.00	
Gun Notarization Fee	$20.00	
Request for Police Services		
Overtime assignment	Average hourly salary	
Cars and Motorcycles	Average hourly salary + 1 1/2	
Court Ordered Alcohol Test	$10.00	
Finger Printing – All	$15.00	
FOIA Requests	Hourly Employee Rate	
FOIA Copy Rate	$ .10 per page	
Local Records Checks	$10.00	
Notary Fee	$5.00 per document	
Salvage Vehicle Inspection	$100.00	
Impounded or Abandoned Vehicle Storage Fee		
First Day	$25.00	
Each Additional Day	$10.00	
Traffic Count Request (Volume only)	$250.00	
Traffic Count Request (Volume & Speed)	$500.00	
DVD Reproduction (per event) **(PREPAY ONLY)**	$45.00	**CHANGE**

POLICE CHARGES (continued)

FALSE ALARM FEES	$50.00 – 2nd alarm within 120 days $100.00 – 3rd alarm within 120 days $200.00 – 4th alarm within 120 days $400.00 – 5th alarm within 120 days	
OFFENSES - PARKING		
Parking too far from curb	$20.00	
Angle Parking violation	$20.00	
Obstructing traffic	$25.00	**CHANGE**
Prohibited parking - signs unnecessary		
On sidewalk	$20.00	
Blocking driveway	$20.00	
Within intersection	$25.00	
Within 15 feet of hydrant	$25.00	
On crosswalk	$25.00	
Within 20 feet of crosswalk or 15 feet of corner lot lines	$20.00	
Within 30 feet of street side traffic signal or sign	$20.00	
Between safety zone & adjacent curb	$20.00	**CHANGE**
Within 50 feet of railroad crossing rail	$50.00	**CHANGE**
Within 20 feet of fire station driveway	$50.00	**CHANGE**
Beside street excavation with traffic obstructed	$30.00	**CHANGE**
Double parking	$20.00	
On any bridge or viaduct	$30.00	**CHANGE**
Within 200 feet of accident scene attended by police	$50.00	**CHANGE**
Blocking emergency exit	$50.00	
Blocking fire exit	$50.00	**CHANGE**
Within 500 feet of fire scene attended by fire apparatus	$100.00	**CHANGE**
In prohibited zone - signs required		
Prohibited parking	$20.00	
Handicap parking space	$100.00	
In alley	$20.00	
Overtime parking - sign violation	$30.00	
Loading Zone	$20.00	**CHANGE**
Tow away zone or fire lane plus towing and storage	$25.00	**CHANGE**
Parking for prohibited purposes		
Displaying vehicle for sale	$10.00	
Working on or repairing vehicle	$10.00	
Displaying advertising	$10.00	
Selling merchandise	$10.00	
Storage more than 48 hours	$10.00	
Not parking within space	$20.00	

POLICE CHARGES (continued)

Parked facing traffic	$20.00	
Failure to set brakes	$20.00	
Parked on grade, wheels not turned to curb	$20.00	
All night parking **2AM-6PM**	$20.00	
Between sidewalk and curb	$20.00	
~~Obstructing traffic~~	~~$25.00~~	**DUPLICATE**
Abandoned vehicle- plus towing and storage	$30.00	**CHANGE**
Bus or taxicab, parking other than bus stop or cab stand	$20.00	**CHANGE**
Bus or taxicab stand violations	$20.00	**CHANGE**
Keys in vehicle	$50.00	**CHANGE**
Residential Permit Parking	$20.00	

FINES INCREASE BY $20.00 if not paid within 72 hours, except Saturdays, Sundays and Legal Holidays. If not paid after 72 hours, A Citation will be filed with the 55th District Court. **CHANGE**

Liquor License Investigation/Processing	
New and Transfers	$100.00

WATER AND SEWER RATES
Effective July 1, 2012

Water

1. Regular Meters

First 2,000 gallons, or any part thereof: a minimum charge of	$5.49
Each 1,000 gallons thereafter, or any part thereof Per 1,000 gallons of water	$3.20
Capital Improvement per 1,000 gallons	$2.25
Meter charger per quarter	$2.26

2. Sprinkler Meters

Water only per 1,000 gallons	$3.20
Meter charge per quarter	$1.67

3. Calibration of Large Water Meters

The AWWA recommends that 3" or larger meters be calibrated every 3 years. The cost of calibration includes materials plus labor.

4. Additional Charges

Delinquent Unpaid Water Bills Placed on Tax Roll	$50.00 per account
Water Meter Installation – New	$100.00
Testing Water Meters Including: Shipping, Labor, Testing, and Re-Installation	$100.00
Hydrant Fees	$100.00
Water Turn-On Charge/New Account Fee	$40.00
Water Shutoff when Meter is Pulled Calculated 2 laborers for 1 hour	$55.00
Water Shutoff when Meter is Plugged	$75.00
Water Deposit (Landlord's responsibility)	$100.00
Water Deposit (City's responsibility) Three times the average quarterly billing of $150.00	$450.00
Labor to Change Frost Plate	$55.00
Replace Antenna for Pit Radio	$197.36

WATER AND SEWER RATES (continued)

Base Water Capital Charge (Connection Fee for 3/4" line) $1,200.00
plus $1,200 for each additional ¼ inch increase thereafter

Service Charge (second call backs for the same thing - i.e., thawing water lines in the winter) $27.00

Water meter/radio repair cost if the homeowner or representative is responsible for the damage $36.05/hr

Water Turn-On After 3:30 P.M.-Monday-Friday, Saturdays, Sundays, or holidays will be charged at contractual rates and hours.

Water Turn-On Wrench (refundable deposit) $25.00

Check or ACH Return $25.00

Water Meter Use Fee - 5/8" Meter $328.15

5/8" Meter with radio	$189.00
Setter	$ 87.40
Materials	$ 11.75
New Account Fee	$ 40.00

Water Meter Use Fee - 3/4" Irrigation Meter $370.15

3/4" Meter with radio	$231.00
Setter	$ 87.40
Materials	$ 11.75
New Account Fee	$ 40.00

Water Meter Use Fee - No radio option 3/4" Irrigation Meter $284.15

3/4" Meter	$145.00
Setter	$ 87.40
Materials	$ 11.75
New Account Fee	$ 40.00

Water Meter Use Fee - Pit Meter & Radio (pit meter applications)

5/8" Pit Meter & Radio	$221.00
Meter setter has to be ordered (Call Ken for price)	
Materials	$ 11.75
New Account Fee	$ 40.00

3/4" Pit Meter & Radio	$263.00
Antenna needed	$ 20.00
Meter setter has to be ordered (Call Ken for price)	
Materials	$ 11.75
New Account Fee	$ 40.00

All meters and setters over 3/4" need to be ordered through Ken.

SEWER

1. Regular Charges

First 2,000 gallons or any part thereof a minimum charge of	$8.25
Each 1,000 gallons thereafter, or any part thereof Per 1,000 gallons	$4.15
Capital Improvement per 1,000 gallons	$0.56

2. Other Charges

Base Sewer Connection Fee	$2,300.00

$.34 per pound BOD for wastewater BOD in excess of that for normal domestic wastewater.

$.24 per pound suspended solids in excess of that for normal domestic wastewater.

$1.69 per pound phosphorous (as P) for wastewater with phosphorus in excess of that for normal domestic wastewater.

Commercial Waste Disposal	$50.00 per 1,000 gallons

Check or ACH Return
$25.00 shall be charged to the user for any check or ach that is returned from the bank marked, "non-sufficient-funds."

Base-Sewer Connection Fee
Where connection is made to a building or structure, a Base Sewer Connection charge of $2,300.00 per residential equivalent shall be made. The minimum equivalent factor for any premises shall be 1.0. Residential equivalent units assigned for each premises connected to the system shall be determined according to the table of residential equivalent units in Section 82 of the Mason Code.

License to Perform Construction in City Right of Way
A request for license must begin by contacting the Director of the Department of Public Works. Requirements: present proof of workers compensation insurance, obtain a bond in the amount of $10,000, obtain a certificate of insurance in the amount of $1,000,000 with the City of Mason named as additional insured and pay a license fee in the amount of $75.00 before work begins.

Penalty for performing work in Right of Way without approval $200.00

SEWER (continued)

Other Charges

These charges are based on actual costs repair, replacement, or services rendered for such items as accidents damaging City property, repairs of water and sewer lines, sidewalk, street, restoration of lawns from accidents done by contractors, Consumers Energy, or Ameritech. An additional 10% will be added to the actual cost.

The contractor or owner shall pay the base connection fees for both water and sewer at the same time as the building permit fees are paid. This is done before the building permit is issued and before any construction begins. Any sewer suspense assessments should also be paid at this time.

When the water and sewer connections are complete the Director of the Department of Public Works shall calculate the actual charges and the contractor or owner shall be billed for additional charges.

Further information concerning water or sewer transmission lines may be obtained from the Director of Public Works at 676-1166.

Further information concerning wastewater and discharging of wastewater may be obtained from the Director of Publicly Owned Treatment Work Plant at 676-1166.

REVENUE AND EXPENDITURE REPORT FOR CITY OF MASON

PERIOD ENDING 06/30/2013

GL NUMBER	DESCRIPTION	2012-13 AMENDED BUDGET	YTD BALANCE 06/30/2013 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2013 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
Revenues						
000.00		1,685.00	1,685.48	0.00	(0.48)	100.03
215.00	CLERK	145.00	145.82	0.00	(0.82)	100.57
254.00	TREASURER/FINANCE	4,389,695.00	4,396,634.42	(21,433.40)	(6,939.42)	100.16
262.00	ELECTIONS	5,790.00	5,791.73	0.00	(1.73)	100.03
271.00	FORESTRY	29,870.00	29,870.00	0.00	0.00	100.00
276.00	CEMETERY	37,555.00	37,549.38	1,389.88	5.62	99.99
301.00	POLICE DEPARTMENT	75,480.00	78,098.97	13,172.82	(2,618.97)	103.47
336.00	FIRE DEPARTMENT	154,225.00	157,719.07	2,246.00	(3,494.07)	102.27
528.00	REFUSE COLLECTION	333,545.00	333,545.56	0.00	(0.56)	100.00
747.00	COMMUNITY GARDEN	620.00	620.00	0.00	0.00	100.00
751.00	RECREATION	6,500.00	6,330.00	755.00	170.00	97.38
758.00	PUBLIC ART	5,000.00	5,000.00	0.00	0.00	100.00
775.00	SENIOR CITIZENS	4,000.00	4,000.00	0.00	0.00	100.00
850.00	WORKERS COMPENSATION	40,270.00	40,267.00	0.00	3.00	99.99
TOTAL Revenues		5,084,380.00	5,097,257.43	(3,869.70)	(12,877.43)	100.25
Expenditures						
101.00	COUNCIL	37,835.00	33,701.84	6,883.11	4,133.16	89.08
172.00	ADMINISTRATOR	182,285.00	177,639.79	(38,427.41)	4,645.21	97.45
209.00	ASSESSING	48,135.00	47,695.98	3,826.36	439.02	99.09
247.00	BOARD OF REVIEW	690.00	690.00	0.00	0.00	100.00
254.00	TREASURER/FINANCE	368,855.00	360,634.44	(73,139.16)	8,220.56	97.77
260.00	TECHNOLOGY	48,565.00	47,138.35	6,088.76	1,426.65	97.06
262.00	ELECTIONS	120,105.00	111,836.91	1,119.17	8,268.09	93.12
265.00	BUILDING OFFICIAL/CITY HALL	156,155.00	144,477.62	12,997.58	11,677.38	92.52
266.00	LEGAL/ATTORNEY	90,000.00	87,430.06	6,643.59	2,569.94	97.14
268.00	PARK STREET PROPERTY	41,985.00	41,982.09	31,116.00	2.91	99.99
269.00	PROPERTY	446,735.00	434,703.02	(3,004.00)	12,031.98	97.31
271.00	FORESTRY	61,100.00	54,843.54	(4,814.16)	6,256.46	89.76
272.00	ADMINISTRATIVE SERVICES	169,850.00	167,148.06	(34,946.40)	2,701.94	98.41
276.00	CEMETERY	111,565.00	100,788.26	(26,636.23)	10,776.74	90.34
305.00	POLICE ADMINISTRATION	299,580.00	280,949.44	(21,158.43)	18,630.56	93.78
315.00	CROSSING GUARDS	20,270.00	19,494.13	(5,077.90)	775.87	96.17
316.00	POLICE PATROLLING	834,635.00	817,821.37	(88,165.14)	16,813.63	97.99
336.00	FIRE DEPARTMENT	392,665.00	386,121.30	(14,047.36)	6,543.70	98.33
380.00	PLANNING/ZONING OFFICIAL	106,900.00	104,223.48	738.04	2,676.52	97.50
426.00	CIVIL DEFENSE	8,050.00	7,550.38	7,450.00	499.62	93.79
428.00	DISASTER ACCOUNT	100.00	0.00	0.00	100.00	0.00
441.00	PUBLIC SERVICES	4,610.00	3,405.09	(1,454.85)	1,204.91	73.86
447.00	ENGINEERING	0.00	0.00	(285.00)	0.00	0.00
448.00	STREET LIGHTING	115,750.00	114,255.15	7,044.75	1,494.85	98.71
528.00	REFUSE COLLECTION	317,250.00	317,240.91	11,443.72	9.09	100.00
747.00	COMMUNITY GARDEN	1,020.00	458.27	36.03	561.73	44.93
756.00	PARKS AND BALL DIAMONDS	105,700.00	95,115.08	(16,038.05)	10,584.92	89.99
775.00	SENIOR CITIZENS	6,700.00	6,700.00	(1,185.00)	0.00	100.00
790.00	LIBRARY	9,455.00	6,294.44	(966.01)	3,160.56	66.57
806.00	CHRISTMAS DECORATIONS	4,445.00	4,393.78	(890.00)	51.22	98.85
807.00	CABLE COMMISSION	4,120.00	3,552.50	(300.00)	567.50	86.23
808.00	PLANNING COMMISSION	1,200.00	884.81	(185.43)	315.19	73.73
850.00	WORKERS COMPENSATION	39,385.00	39,382.00	0.00	3.00	99.99
855.00	RETIREE BENEFITS	83,700.00	82,700.13	0.00	999.87	98.81
890.00	CONTINGENCIES	63,085.00	64,085.00	63,590.00	(1,000.00)	101.59
999.00	SURPLUS	781,900.00	68,164.78	68,164.78	713,735.22	8.72

PERIOD ENDING 06/30/2013

GL NUMBER	DESCRIPTION	2012-13 AMENDED BUDGET	YTD BALANCE 06/30/2013 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2013 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
Expenditures						
TOTAL Expenditures		5,084,380.00	4,233,502.00	(103,578.64)	850,878.00	83.26
Fund 101:						
TOTAL REVENUES		5,084,380.00	5,097,257.43	(3,869.70)	(12,877.43)	100.25
TOTAL EXPENDITURES		5,084,380.00	4,233,502.00	(103,578.64)	850,878.00	83.26
NET OF REVENUES & EXPENDITURES		0.00	863,755.43	99,708.94	(863,755.43)	100.00

PERIOD ENDING 06/30/2013

GL NUMBER	DESCRIPTION	2012-13 AMENDED BUDGET	YTD BALANCE 06/30/2013 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2013 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 202 - MAJOR STREETS FUND						
Revenues						
000.00		1,135,380.00	376,875.91	98,870.70	758,504.09	33.19
TOTAL Revenues		1,135,380.00	376,875.91	98,870.70	758,504.09	33.19
Expenditures						
000.00		28,650.00	28,645.48	(11,540.00)	4.52	99.98
451.00	STREET/ROAD CONSTRUCTION	860,205.00	52,389.78	18,027.99	807,815.22	6.09
463.00	STREET MAINTENANCE	132,025.00	125,264.16	18,772.33	6,760.84	94.88
474.00	TRAFFIC SERVICES	21,920.00	20,056.85	3,621.24	1,863.15	91.50
478.00	WINTER MAINTENANCE	29,100.00	28,404.54	0.00	695.46	97.61
482.00	STREET ADMIN/GEN EXP	63,480.00	63,480.00	0.00	0.00	100.00
TOTAL Expenditures		1,135,380.00	318,240.81	28,881.56	817,139.19	28.03
Fund 202:						
TOTAL REVENUES		1,135,380.00	376,875.91	98,870.70	758,504.09	33.19
TOTAL EXPENDITURES		1,135,380.00	318,240.81	28,881.56	817,139.19	28.03
NET OF REVENUES & EXPENDITURES		0.00	58,635.10	69,989.14	(58,635.10)	100.00

PERIOD ENDING 06/30/2013

GL NUMBER	DESCRIPTION	2012-13 AMENDED BUDGET	YTD BALANCE 06/30/2013 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2013 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 203 - LOCAL STREETS FUND						
Revenues						
000.00		181,600.00	163,094.03	23,086.38	18,505.97	89.81
TOTAL Revenues		181,600.00	163,094.03	23,086.38	18,505.97	89.81
Expenditures						
000.00		1,500.00	1,500.00	0.00	0.00	100.00
463.00	STREET MAINTENANCE	136,520.00	127,459.67	11,887.10	9,060.33	93.36
474.00	TRAFFIC SERVICES	10,345.00	8,911.32	229.31	1,433.68	86.14
478.00	WINTER MAINTENANCE	20,785.00	20,081.84	0.00	703.16	96.62
482.00	STREET ADMIN/GEN EXP	12,450.00	11,500.00	0.00	950.00	92.37
TOTAL Expenditures		181,600.00	169,452.83	12,116.41	12,147.17	93.31
Fund 203:						
TOTAL REVENUES		181,600.00	163,094.03	23,086.38	18,505.97	89.81
TOTAL EXPENDITURES		181,600.00	169,452.83	12,116.41	12,147.17	93.31
NET OF REVENUES & EXPENDITURES		0.00	(6,358.80)	10,969.97	6,358.80	100.00

PERIOD ENDING 06/30/2013

GL NUMBER	DESCRIPTION	2012-13 AMENDED BUDGET	YTD BALANCE 06/30/2013 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2013 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
Revenues						
000.00		110,935.00	85,187.19	37.76	25,747.81	76.79
TOTAL Revenues		110,935.00	85,187.19	37.76	25,747.81	76.79
Expenditures						
000.00		110,935.00	55,672.01	3,966.26	55,262.99	50.18
TOTAL Expenditures		110,935.00	55,672.01	3,966.26	55,262.99	50.18
Fund 248:						
TOTAL REVENUES		110,935.00	85,187.19	37.76	25,747.81	76.79
TOTAL EXPENDITURES		110,935.00	55,672.01	3,966.26	55,262.99	50.18
NET OF REVENUES & EXPENDITURES		0.00	29,515.18	(3,928.50)	(29,515.18)	100.00

GL NUMBER	DESCRIPTION	2012-13 AMENDED BUDGET	YTD BALANCE 06/30/2013 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2013 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 250 - LOCAL DEV. FINANCE AUTHORITY						
Revenues						
000.00		398,610.00	398,554.49	(1,377,731.99)	55.51	99.99
TOTAL Revenues		398,610.00	398,554.49	(1,377,731.99)	55.51	99.99
Expenditures						
691.00	L.D.F.A.	398,610.00	57,791.00	0.00	340,819.00	14.50
TOTAL Expenditures		398,610.00	57,791.00	0.00	340,819.00	14.50
Fund 250:						
TOTAL REVENUES		398,610.00	398,554.49	(1,377,731.99)	55.51	99.99
TOTAL EXPENDITURES		398,610.00	57,791.00	0.00	340,819.00	14.50
NET OF REVENUES & EXPENDITURES		0.00	340,763.49	(1,377,731.99)	(340,763.49)	100.00

PERIOD ENDING 06/30/2013

GL NUMBER	DESCRIPTION	2012-13 AMENDED BUDGET	YTD BALANCE 06/30/2013 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2013 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 297 - ECONOMIC DEVELOPMENT COMM.						
Revenues						
000.00		60.00	62.66	4.96	(2.66)	104.43
TOTAL Revenues		60.00	62.66	4.96	(2.66)	104.43
Expenditures						
000.00		60.00	0.00	0.00	60.00	0.00
TOTAL Expenditures		60.00	0.00	0.00	60.00	0.00
Fund 297:						
TOTAL REVENUES		60.00	62.66	4.96	(2.66)	104.43
TOTAL EXPENDITURES		60.00	0.00	0.00	60.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	62.66	4.96	(62.66)	100.00

PERIOD ENDING 06/30/2013

GL NUMBER	DESCRIPTION	2012-13 AMENDED BUDGET	YTD BALANCE 06/30/2013 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2013 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 351 - PARK STREET PROPERTY						
Revenues						
000.00		0.00	41,982.09	31,116.00	(41,982.09)	100.00
TOTAL Revenues		0.00	41,982.09	31,116.00	(41,982.09)	100.00
Expenditures						
000.00		0.00	41,982.09	31,116.00	(41,982.09)	100.00
TOTAL Expenditures		0.00	41,982.09	31,116.00	(41,982.09)	100.00
Fund 351:						
TOTAL REVENUES		0.00	41,982.09	31,116.00	(41,982.09)	100.00
TOTAL EXPENDITURES		0.00	41,982.09	31,116.00	(41,982.09)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00

PERIOD ENDING 06/30/2013

GL NUMBER	DESCRIPTION	2012-13 AMENDED BUDGET	YTD BALANCE 06/30/2013 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2013 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 353 - 1992 LDFA BOND						
Revenues						
000.00		0.00	38,815.00	0.00	(38,815.00)	100.00
TOTAL Revenues		0.00	38,815.00	0.00	(38,815.00)	100.00
Expenditures						
000.00		0.00	38,815.00	0.00	(38,815.00)	100.00
TOTAL Expenditures		0.00	38,815.00	0.00	(38,815.00)	100.00
Fund 353:						
TOTAL REVENUES		0.00	38,815.00	0.00	(38,815.00)	100.00
TOTAL EXPENDITURES		0.00	38,815.00	0.00	(38,815.00)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00

PERIOD ENDING 06/30/2013

GL NUMBER	DESCRIPTION	2012-13 AMENDED BUDGET	YTD BALANCE 06/30/2013 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2013 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 592 - WATER/SEWER FUND						
Revenues						
000.00		3,282,935.00	2,517,817.01	218,481.72	765,117.99	76.69
TOTAL Revenues		3,282,935.00	2,517,817.01	218,481.72	765,117.99	76.69
Expenditures						
545.00	WATER & SEWER ADMINISTRATION	40,245.00	38,946.47	3,234.03	1,298.53	96.77
546.00	SEWER IMPROVEMENT	45,960.00	45,958.40	0.00	1.60	100.00
548.00	SEWER MAINTENANCE	177,645.00	165,163.48	33,218.45	12,481.52	92.97
555.00	WASTEWATER TREATMENT PLANT	841,490.00	824,823.20	38,893.74	16,666.80	98.02
556.00	WATER MAINTENANCE	389,975.00	376,993.76	33,765.16	12,981.24	96.67
557.00	STORM SEWER PROGRAM	16,775.00	16,191.96	0.00	583.04	96.52
558.00	WATER IMPROVEMENT	259,265.00	213,897.97	9,930.37	45,367.03	82.50
559.00	WATER TREATMENT PLANT	820,845.00	809,396.56	22,213.79	11,448.44	98.61
566.00	ALLOWANCE FOR DEPRECIATION	690,735.00	0.00	0.00	690,735.00	0.00
TOTAL Expenditures		3,282,935.00	2,491,371.80	141,255.54	791,563.20	75.89
Fund 592:						
TOTAL REVENUES		3,282,935.00	2,517,817.01	218,481.72	765,117.99	76.69
TOTAL EXPENDITURES		3,282,935.00	2,491,371.80	141,255.54	791,563.20	75.89
NET OF REVENUES & EXPENDITURES		0.00	26,445.21	77,226.18	(26,445.21)	100.00

GL NUMBER	DESCRIPTION	2012-13 AMENDED BUDGET	YTD BALANCE 06/30/2013 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2013 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 612 - MASON BUILDING AUTHORITY						
Revenues						
000.00		275,330.00	242,878.08	0.02	32,451.92	88.21
TOTAL Revenues		275,330.00	242,878.08	0.02	32,451.92	88.21
Expenditures						
000.00		275,330.00	275,326.13	0.00	3.87	100.00
TOTAL Expenditures		275,330.00	275,326.13	0.00	3.87	100.00
Fund 612:						
TOTAL REVENUES		275,330.00	242,878.08	0.02	32,451.92	88.21
TOTAL EXPENDITURES		275,330.00	275,326.13	0.00	3.87	100.00
NET OF REVENUES & EXPENDITURES		0.00	(32,448.05)	0.02	32,448.05	100.00

PERIOD ENDING 06/30/2013

GL NUMBER	DESCRIPTION	2012-13 AMENDED BUDGET	YTD BALANCE 06/30/2013 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2013 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 661 - MOTOR VEHICLE POOL						
Revenues						
000.00		318,870.00	218,841.63	37,346.08	100,028.37	68.63
TOTAL Revenues		318,870.00	218,841.63	37,346.08	100,028.37	68.63
Expenditures						
567.00	SHOP & BLDG. MAINTENANCE	47,790.00	47,367.63	233.65	422.37	99.12
568.00	EQUIPMENT MAINTENANCE	166,170.00	160,930.17	16,990.55	5,239.83	96.85
901.00	EQUIPMENT-CAPITAL OUTLAY	104,910.00	102,679.20	37,836.40	2,230.80	97.87
TOTAL Expenditures		318,870.00	310,977.00	55,060.60	7,893.00	97.52
Fund 661:						
TOTAL REVENUES		318,870.00	218,841.63	37,346.08	100,028.37	68.63
TOTAL EXPENDITURES		318,870.00	310,977.00	55,060.60	7,893.00	97.52
NET OF REVENUES & EXPENDITURES		0.00	(92,135.37)	(17,714.52)	92,135.37	100.00

PERIOD ENDING 06/30/2013

GL NUMBER	DESCRIPTION	2012-13 AMENDED BUDGET	YTD BALANCE 06/30/2013 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2013 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 702 - RAYNER BOND FUND						
Revenues						
000.00		41,145.00	41,304.51	4,108.88	(159.51)	100.39
TOTAL Revenues		41,145.00	41,304.51	4,108.88	(159.51)	100.39
Expenditures						
000.00		41,145.00	20,914.64	0.00	20,230.36	50.83
TOTAL Expenditures		41,145.00	20,914.64	0.00	20,230.36	50.83
Fund 702:						
TOTAL REVENUES		41,145.00	41,304.51	4,108.88	(159.51)	100.39
TOTAL EXPENDITURES		41,145.00	20,914.64	0.00	20,230.36	50.83
NET OF REVENUES & EXPENDITURES		0.00	20,389.87	4,108.88	(20,389.87)	100.00

PERIOD ENDING 06/30/2013

GL NUMBER	DESCRIPTION	2012-13 AMENDED BUDGET	YTD BALANCE 06/30/2013 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2013 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 711 - CEMETERY TRUST FUND						
Revenues						
000.00		5,335.00	5,329.88	57.92	5.12	99.90
TOTAL Revenues		5,335.00	5,329.88	57.92	5.12	99.90
Expenditures						
000.00		5,335.00	814.88	814.88	4,520.12	15.27
TOTAL Expenditures		5,335.00	814.88	814.88	4,520.12	15.27
Fund 711:						
TOTAL REVENUES		5,335.00	5,329.88	57.92	5.12	99.90
TOTAL EXPENDITURES		5,335.00	814.88	814.88	4,520.12	15.27
NET OF REVENUES & EXPENDITURES		0.00	4,515.00	(756.96)	(4,515.00)	100.00

PERIOD ENDING 06/30/2013

GL NUMBER	DESCRIPTION	2012-13 AMENDED BUDGET	YTD BALANCE 06/30/2013 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2013 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 812 - SPECIAL ASSESSMENT FUND						
Revenues						
000.00		439,850.00	440,461.25	364,819.45	(611.25)	100.14
TOTAL Revenues		439,850.00	440,461.25	364,819.45	(611.25)	100.14
Expenditures						
000.00		439,850.00	204,722.62	0.00	235,127.38	46.54
TOTAL Expenditures		439,850.00	204,722.62	0.00	235,127.38	46.54
Fund 812:						
TOTAL REVENUES		439,850.00	440,461.25	364,819.45	(611.25)	100.14
TOTAL EXPENDITURES		439,850.00	204,722.62	0.00	235,127.38	46.54
NET OF REVENUES & EXPENDITURES		0.00	235,738.63	364,819.45	(235,738.63)	100.00
TOTAL REVENUES - ALL FUNDS		11,274,430.00	9,668,461.16	(603,671.82)	1,605,968.84	85.76
TOTAL EXPENDITURES - ALL FUNDS		11,274,430.00	8,219,582.81	169,632.61	3,054,847.19	72.90
NET OF REVENUES & EXPENDITURES		0.00	1,448,878.35	(773,304.43)	(1,448,878.35)	100.00

QUARTERLY INVESTMENT REPORT FOR PERIOD ENDING 6/30/13

ACCOUNTS	CASH	GENERAL FUND INVESTMENT	DART MONEY MARKET	MBIA	TOTAL PRINCIPAL INVESTED	QUARTERLY INTEREST EARNED
MSB						
Cemetery Trust	14,733.49	221,357.29		100,454.41	336,545.19	184.77
Current Tax	209.89				209.89	
D.D.A.	25,671.44		146,563.86	48,765.20	221,000.50	125.50
E.D.C.	1,640.91	20,121.67			21,762.58	15.60
General Fund	1,983,153.48		720,279.42	63,319.54	2,766,752.44	1,943.22
General Fund-Checking	35,360.40				35,360.40	
L.D.F.A.	131,112.46	751,591.91	64,885.90		947,590.27	1,324.76
Rayner Bond	35,109.56	251,322.81		317,229.46	603,661.83	241.02
Water & Sewer	69,172.98				69,172.98	107.59
DNB						
Capital Improvement	387.20			0.00	387.20	
Local Streets	47,988.66		105,076.12	10,277.87	163,342.65	79.96
Major Streets	38,573.48		484,031.11	65,175.52	587,780.11	378.29
M.V.P	24,696.07		399,799.06	56,010.93	480,506.06	328.22
Mason Building Authority	532.11				532.11	0.07
Special Assessments	8,498.45		432,578.06	19,349.58	460,426.09	296.28
Water & Sewer	290,330.71		3,122,377.48	151,948.94	3,564,657.13	2,356.60
TOTALS INVESTED	2,707,171.29	1,244,393.68	5,475,591.01	832,531.45	10,259,687.43	7,381.88
AVERAGE INT RATE	.14%-AVG	.30%-AVG	.30%-AVG	.06%-AVG		
TERM	LIQUID	LIQUID	LIQUID	LIQUID		
MATURITY DATE	N/A	N/A	N/A	N/A		
% INVESTED	26.39%	12.13%	53.37%	8.11%	100.00%	

% IN DART	57.38%
% IN MSB	34.51%
% IN MBIA	8.11%
	100.00%

To the City of Mason:
this is a special
THANK YOU.
for our Senior bus
trip last month. We had
a great time having lunch
and seeing a stage show
in Adrian.
We appreciate all the
help we receive from you.

Sincerely
Mason Senior

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: July 15, 2013

RE: City Administrator's Report

Capital Improvements Plan

Attached is a copy of the updated City of Mason Capital Improvements Plan (CIP). It was compiled by staff and forwarded to the Planning Commission for review. At the Planning Commission meeting of July 9, 2013, the CIP was discussed, accepted and placed on file. A copy of the document is forwarded to you as a planning document. It is not intended to be specific budget document, however, it is helpful for future discussions.

Temple Street Construction

The Temple Street reconstruction project, including looping the water main, is set to start on Monday, July 15, 2013. We expect that the street should be completed by the second week of September. The project is contingent on weather allowances and unknown conditions, but we will attempt to stay within this timeframe. Local traffic will be allowed, but there will be no through traffic. Mark Dillingham, Superintendent of Mason Schools, and his transportation staff have been notified.

In addition, there will be times when the water will be off during the changeover to the new water main. Wolverine Engineering will be the project manager on behalf of the City of Mason. The field superintendents will be Marty Sekrenes and David Spragg. Public Notices with this information were hand delivered to all affected residents and businesses.

CITY OF MASON

Capital Improvements Plan

Fiscal Years: 2013 – 2018

Adopted by the Mason Planning Commission: July 9, 2013

City of Mason
Capital Improvements Plan

Prepared by

Martin A. Colburn, City Administrator (Public Works Director)

David E. Haywood, Zoning & Development Director
John Stressman, Police Chief
Kerry Minshall, Fire Chief
Ken Baker, Department of Public Works Superintendent
Sam Bibler, Wastewater Treatment Plant Superintendent

City of Mason Planning Commission
Ed Reeser, Chairperson
John Sabbadin, Vice Chairperson
Robin Naeyaert, Mayor Pro Tem
Jim King, Secretary
Anne Barna
Kelli Green
Natalie Trotter
Mike Waltz
Seth Waxman

CITY OF MASON
CAPITAL IMPROVEMENTS PLAN

After the Zoning Ordinance, a Capital Improvements Plan (CIP) can be a very significant tool for implementation of the Master Plan. A CIP is a plan for the community's most immediate public improvement needs, scheduled over a period of six years. Infrastructure improvements usually included in a CIP are water system upgrades (supply and distribution), sewer system enhancements (collection and treatment), storm water management, and streets and sidewalks maintenance. Additional projects to be incorporated are public facilities improvements, such as parks and other public buildings, as well as major equipment purchases and replacements.

Projects listed in this Plan are shown in the general order of their priority, with the intent that the most-needed projects are accomplished first and scarce financial resources are allocated appropriately.

For the street component, a roadway evaluation method called PASER (Pavement Surface Evaluation and Rating) was utilized. This involves physically inspecting and evaluating each lineal mile of street and assigning it a rating between 1 and 10 (poor to excellent).

The CIP is intended to be more of a planning document than a construction schedule. Obviously, completion of the various projects contained within the CIP is fully dependent on the availability of funds and other conditions beyond the City's control.

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SECTION I. PUBLIC SERVICES

Library

The Capital Area District Library Board released a study in July 2007, which identified current and future needs of the District and Mason's library. In preliminary discussions, the District is looking to the City to provide the land necessary to build a facility that is estimated at 17,000 square feet. The estimated cost for the Mason library branch is $5,971,045. In the August 2008 election, a millage to fund extensive upgrades to the existing CADL facilities as well as construct new facilities in select locations was defeated. CADL is currently working on a new strategy to fund the facility maintenance needs.

The library's restrooms are currently located in the basement and are accessible only by stairs, making them inaccessible to persons with disabilities. As there are currently no plans to expand or construct a new library facility, it is necessary to bring the existing facility up to ADA standards and relocate the restrooms to the first floor garage area. The project would be extensive as it would require framing, electrical, plumbing, insulation, etc. The cost to relocate the bathrooms is estimated at $30,000-50,000.

The current Library facility is 74 years old, including its windows. The windows are constructed of wood frames and single panes of glass and are in need of replacement. Several windows in the main circulation area are of substantial size, nearly 24 square feet, allowing an enormous amount of air infiltration. Continuing to permit air infiltration puts a strain on heating and cooling costs and also threatens the stability and undermines the environmental condition of the Library's contents and the condition of the structure itself. There are 27 windows in total needing replacement at an estimated cost of $20,775.

Due to the uncertainty of the timing of a new library facility, it is critical to maintain the existing building to protect the valuable resources and collections the facility houses. In 2012, the library building received a much needed fix to prevent continuing flooding in the basement during heavy rains. As a result of years of water infiltration through and under the garage floor and into the basement, the garage floor is severely deteriorated and has settled nearly 12 inches. The current use of the garage is book and overflow storage. Due to the condition of the floor it is difficult to keep shelving from tipping and maintain adequate environmental controls of the area. The cost to repair the garage floor is approximately $6,000-8,000.

The existing boiler was installed in the 1950s and is reaching the limits of its functional abilities. Staff is anticipating that replacement of this unit will need to be done within the next six years. The replacement estimate is $35,000.

The buildings plumbing system does not provide adequate hot water to perimeter fixtures. Additional local water heaters are necessary to provide adequate hot water in the basement bathrooms and staff bathroom. The estimate for installing local water heaters is $2,500 to $5,000.

The drinking fountain in the Library is showing age and there are concerns that its age may pose a future health risk. Replacement to a new unit will ensure the safety of Library occupants. Replacement cost is estimated at $500.

Police Protection

With a newly occupied and larger, more efficient state of the art police facility, the department's focus is more towards service improvements to the community, development of prospective opportunities for future police officers, and enhancement to patrol services. To meet this end, the Mason Police Department will establish a six member reserve police officer unit and update the department's arsenal.

Police Reserves have two primary functions in today's law enforcement agency: To augment patrol and staff major events that require additional personnel resources. They also serve as a possible resource to cultivate future police officer candidates. The later becomes a viable option as the organization and the Reserve Officer become familiar with each other. However, reserve officers must be properly screened, trained, equipped, and monitored—the equipment being a large investment in city resources. Preliminary start-up costs will include training and equipment for individual officers:

• Equipment includes two sets of year-round full uniforms and firearm.	$2,500.00 per RO	$ 15,000.00
• Six lockers for equipment storage	$1,300.00 ea.	7,800.00
• Preliminary training and qualification to start	$2,000.00 ea. pr RO	12,000.00
	Total (projected)	$ 34,800.00

Current police officer duty pistols were purchased in August 2002. Although they have been dependable, wear does occur through regular firearms training and the extremely varying conditions of Michigan's weather. To minimize the potential of a fatal failure of a weapon, ammunition is replaced annually and it becomes necessary to eventually replace the firearms themselves. Therefore, the department will be requesting the replacement of all duty pistols for all sworn personnel and two additional pistols for occasions weapons may be taken out of service:

• Fifteen Glock 21 pistols with Trijicon Night Sites	$ 500.00 ea.	$ 7,500.00
• Thirteen Holsters and ammo carriers	100.00 ea pr.	1,300.00
	Total (projected)	$ 8,800.00

Fire Protection

This document is a complement to the Projection for Fixed Asset Expenditures Exceeding $5000.00 spreadsheet submitted along with it.

The NFPA (National Fire Protection Association) recommends that fire apparatus be replaced on a schedule of every 25 years. I have used this recommendation as a basis for my apparatus projections.

Tanker 807 is a 1984 Wolverine and is currently the oldest vehicle in the fleet. 807 is used primarily on structure fires in our non-hydranted areas and as a back-up tanker to Pumper/Tanker 811. Having the second tanker allows for Mason to participate in the Tanker Task Force while still keeping a tanker in our service area should we get another call. Due to its age and condition this truck should be considered for replacement.

Engine 809 is a Grumman built on an HME chassis. It was put into service in 1990 and currently responds as our first out pumper in the townships and for mutual aid and second out in the city. 809 is a high maintenance truck and we should consider its replacement within the next few years.

Squad 815 was built in 1992 on a Chevrolet chassis. It has been re-assigned as our rehabilitation vehicle bringing much needed supplies to aid our firefighters at long term incidents. It is also used to deliver specialized equipment as needed.

Brush 810 is a 1993 Dodge ½ ton short box pick-up truck that was converted to a brush truck by our members. It still works well however when we replace it, we should consider a more versatile vehicle that fits the current needs of the department.

Tower 808 is a 2001 Pierce Dash 105' aerial platform. 808 continues to work well and only has required minimal maintenance.

The Chiefs car is a 2013 Ford Expedition and was replaced in 2013. The Officers car (below) was hit in a rear end accident while working at an incident. The vehicle was a total loss and mostly replaced by insurance. The new replacement vehicle is now the Chiefs car and the old Chiefs car was passed down to the Officers car.

The Officers car is now the 2002 Ford Expedition that was formerly the Chiefs car and police vehicle prior to that. It replaced the 2001 Chevy Impala involved in the vehicle accident above. The Expedition is getting a little rusty however it still runs good. We will hopefully get several more years of use out of this vehicle.

Pumper/Tanker 811 is a 2007 HME on a Kenworth chassis. 811 is our first response tanker. It has a low maintenance vehicle and continues to runs well. We should get many years of service from this truck.

Rescue 806 is a 2010 Spencer on a Spartan chassis. 806 is our primary response vehicle for fires in the city and all rescue operations. It has been a great addition to our fleet and continues to be a reliable truck.

Rescue 806 is equipped with on board rescue tools purchased in 2010. The other extrication tools are currently on Tower 808 as a back-up. Our extrication tools are sufficient for the next five years or so.

Turnout gear includes a fire coat, bunker pants, suspenders, boots, Nomex hood, helmet and gloves. Also each firefighter has a wild land jacket, extrication gloves and a safety vest.
MIOSHA part 74 has recently adopted the NFPA recommendation which calls for the replacement of front line firefighters gear every 5 years and second line firefighters gear every 10 years.
We have been replacing turnout gear for the past several years and are currently at the maintenance point replacing about 7 sets per year.

Our Self Contained Breathing Apparatus (SCBA) and confined entry cart are in good working order sufficient at this time. SCBA packs are flow tested annually and repaired as necessary. The packs are five years old and the cylinders have just had their first of three hydrostatic tests. Life of an SCBA cylinder is 15 years from the manufacture date.

The Infrared camera is adequate at this time however the charger does not work and is not repairable. The camera was purchased thru a county wide Homeland Security grant. I will be looking onto getting the camera and charger replaced.

Our commercial washer and dryer are in good working order at this time.

The Bauer Air Tank Fill Station was purchased with a FEMA grant in 2005. It is maintained quarterly under a service contract and remains in good working order.

There do not seem to be any issues with the HVAC systems at Station 1.

The carpeting in the office area of Station 1 is getting in rough shape. We should consider the replacement of the flooring within the next few years, maybe replacing the worst areas with floor tile. It could be done in phases over a couple of years.

We currently are replacing six pagers per year. Pagers are carried by all of our members every day under many conditions and have a fairly high failure rate. Without a reliable paging system, the volunteer organization cannot function.

Replacement of the concrete apron, approach and sidewalk in front of Station 1 is in the 2013/14 budget. The plan is to try to lower the grade to help prevent the trucks from dragging the ground when they exit the station.

A ventilation system is recommended for Station 1 to properly vent vehicle exhaust. This is needed from both a firefighter safety perspective by not breathing exhaust fumes, and for energy efficiency. Currently the exhaust mixes with all of the air in the apparatus bay and mezzanine. Some of the air in the bay is vented via fans and louvers on the south and east walls. This method is highly inefficient for the following reasons. By allowing the exhaust to mix with the building air, it does not get rid of all of the fumes and allows for soot to settle in the building. Also during the

winter months, this method of ventilation exhausts heated air from the bay into the atmosphere. I recommend a different type of ventilation system that attaches to each apparatus exhaust pipe. This captures all of the exhaust fumes and does not vent the ambient air in the winter thus saving on heating costs. A new ventilation system is estimated to cost about $60,000.

I would recommend that the fire sprinkler system in Station be expanded from the office area to include the apparatus bays. Fire stations provide essential services to the community, which should be protected in order to avoid interruption of emergency response service capabilities. The time and future cost to repair or rebuild the fire station as well as replace or repair the damaged vehicles and equipment would be difficult. Automatic sprinkler protection should be considered a means for protecting the community's investment in the fire station.

Cemetery

Maple Grove Cemetery
As of September 2012, the amount of burial spaces available for sale is as follows:
Full lots (5 spaces): 16
Half lots (2 spaces): 2 (when we need more 1/2 lots we split full lots)
Single spaces: 4 (when we need more single spaces we split full lots)
Or, a total of 88 available spaces

The number of sales and burials vary, but a range during the past 3 years is:
42-60 burials annually including cremations
18-48 spaces sold annually

Based on the number of single spaces available, it appears that there is approximately 3-4 years remaining to accommodate sales and burials. This number is always changing because one space is lost when a half lot is sold. Due to the development of the cemetery and more importantly, accessibility, sales are primarily restricted to Sections T and U on the western side.

To gain access to the remaining undeveloped sections, the installation of new drives is needed. In addition, it is recommended that a second ingress/egress to the cemetery be constructed. The logical location would be at North and East Streets. With the closing of the old bridge from North Jefferson Street several years ago, this left only one way in and out; not a desirable situation. It creates problems for the flow of traffic during large funerals, and would impede emergency medical services if required during a funeral procession.

The Cemetery Board recently approved a concept drawing from Wolverine Engineers and Land Design Collaborative to expand Maple Grove Cemetery. Expanding the cemetery will require installing additional streets.

Current estimates for the cemetery expansion are as follows:

Second entrance	$50,000
Cemetery expansion	$150,000

City staff is currently studying the feasibility of including the drives in the local street improvement program. The initial expansion of a single road to provided additional burial spaces was included in the City's budget in fiscal year 2013.

Parks/Recreation/Forestry

The City's master plan and recreation plan support continued expansion of non-motorized trails, including a north and south route to connect to the outlying townships as well as connector trails to existing parks, schools and other institutional uses. Phase III is proposed to link the east side of the city, including Bond, Laylin, Rayner Parks and the High School to the existing Hayhoe Riverwalk Trail (1.4 miles).

The pedestrian bridge within the Maple Grove Cemetery marks the confluence of several City amenities, Maple Grove Park (5 acres), the Mason Community Garden (2.5 acres), the Hayhoe Riverwalk Trail (2.5 miles), parking facilities and the Sycamore Creek. As you can see, the necessity of having a safe and accessible pedestrian bridge at this location is critical to the functionality of each of these amenities. At eight feet wide, a new pedestrian bridge will provide a safe and accessible means of crossing the Sycamore Creek. New trailhead signage, in combination with existing parking, will serve as the Hayhoe Riverwalk Trail's first formal trailhead. The existing bridge was originally designed for vehicular traffic. The existing bridge has reached the end of its lifespan and can no longer safely service vehicular traffic. The City does not foresee replacement for vehicular access, but rather for pedestrian purposes. The primary vehicular access to the cemetery and park remains on the west side at the intersection of East Street and West Columbia Street.

The current bridge is heavily used by pedestrians accessing the river walk trail and cemetery. Providing a quality bridge will ensure pedestrian safety and barrier-free access. The proposed bridge design is much more likely to invite regional users to the trail system and provide an alternate means of transportation for users. The City's recreation plan proposes using the proposed bridge and trailhead site as the beginning point of continuing the non-motorized trail system through the east side of the City, providing closer trail access to a greater number of residents (approximately 3,500). More significantly, the proposed new route provides important links between parks, schools, and natural resources. The estimated cost for replacement is approximately $92,000.

Mason's public tree inventory has been affected by storm damage in the past few years. Several windstorms have destroyed or damaged a number of mature trees in the downtown neighborhoods, particularly along Oak, Elm and Cherry Streets. These mature trees require evaluation by City arborists, maintenance and in some cases removal.

The past two years the City has invested an additional $10,000 per year in tree maintenance. The City has accelerated its tree management program. An additional $10,000 should be planned for maintenance of mature trees, including in some cases, removal and replacement. A program to

plant legacy trees is in the planning process. This program would allow residents to donate and plant trees in their name. It is hopeful that 150 legacy trees will be planted before Mason's 150th centennial. Trees that are donated will be kept on record in the legacy tree program.

From alternate funding sources and/or in partnerships with other donors and organizations, the City should watch for opportunities to implement the goals identified in the Mason Five-Year Recreation Plan including: Attracting a YMCA; installing more public art; attracting a local movie theater.

In 2010, Ingham County and the City of Mason came to an agreement where the City of Mason has taken control of the operation and maintenance of Rayner Park (60 acres). The extent of future improvements that the City of Mason will perform at Rayner Park is still pending. However, there are a few anticipated projects including the reconstruction of a basketball court, bridges and outdoor stage and amphitheater. The basket ball court was completed in 2011. The construction of a stage (performance arts) and outdoor cinema designed to seat 150 to 200 people has also been planned. Construction of the stage has begun and the stage is nearly completed. The facility would include a covered pavilion, restrooms, storage, lighting, open air seating and landscaping. The estimated cost for this project is $281,000.

Hayes Park has had an increase in the number of people using the tennis courts to play pickle ball. Last year the port-a-pot was removed from the area due to lack of maintenance and the sanitary conditions of the unit. A restroom at the south end of the park would provide easy access to a restroom for the people using the playground, pavilion, and also the tennis courts. The City of Mason would have control of this restroom and provide the necessary maintenance. This restroom is estimated to cost $25,000.

Both Hayes and Bond parks have limited accessibility to persons with disabilities. Curbs and lawns areas separate parking from facilities. Curb cuts and barrier-free sidewalk is necessary to provide adequate accessibility in these parks. Updates are estimated at $2,500 for each park.

Downtown Development Authority

The DDA has completed their fourth amendment to the Downtown Development Plan. The goal of the DDA is to establish and maintain the vitality of the central business district of the city by halting property value deterioration, rehabilitating property which becomes blighted, vacant, or functionally obsolete, and promoting economic growth, business activity, and employment opportunities within the District. Plan Amendment Number 4 includes the following proposed capital improvements:

- Streetscape amenities $50,000
- Capital improvements (124 & 140 E. Ash) $50,000
- Electrical improvements $50,000
- Property rehabilitation $300,000

A full description of the DDA's proposed capital improvements may be found in the Downtown Development Authority Plan in Appendix F.

TABLE 1 PUBLIC SERVICES

	Cost/$	Source of $
Mason Public Library		
New Bathrooms (ADA compliant)	$50,000	General fund, Grant
Window Replacement	$20,775	General fund, Grant
New Boiler	$35,000	General fund
Hot water system upgrade	$5,000	
Garage Floor	$8,000	General fund, Grant
DDA		
Streetscape amenities	$50,000	TIF
Capital improvements (124 & 140 E. Ash)	$50,000	TIF
Electrical improvements	$50,000	TIF
Property rehabilitation	$300,000	TIF
Police Protection		
Police Reserve Unit	$34,800	General fund, Grant
Pistols & Holsters	$8,800	General fund, Grant
Fire Protection		
Apparatus/Vehicles		
Tanker 807 replacement	$400,000	General fund
Engine 809 replacement (Non customized)	$500,000	General fund
Command vehicle replacement	$50,000	General fund
Officer vehicle replacement	$25,000	General fund
Fire/Rescue Equipment		
Turnout gear (34 sets)	$50,000	General fund, Grant
Infrared camera charger	$500	General fund, Grant
Station Equipment		
Concrete apron, approach & sidewalk	$45,000	General fund
Carpet (Office and training area), Station 1	$10,000	General fund
Ventilation System, Station 1	$60,000	Grant
Pagers (36)	$18,000	Grant
Sprinklers (truck bays)	$20,000	General fund, Grant
Parks/Recreation/Forestry		
Complete Hayhoe Riverwalk Linear Park		
• Pedestrian Bridge & Trailhead Signage	$92,000	Private donation, Grant
• Howell Road/Delhi Township Link	$750,000	General fund, Grant
• Phase III Loop	$750,000	General fund, Grant

Bond Park		
Resurface parking lot	$100,000	General fund
Barrier-free upgrades	$2,500	General fund/grants
Hayes Park		
Resurface parking lot, north & south	$120,000	General fund
Construct a new restroom and the south end of park	$25,000	General fund
Barrier-free upgrades (curb cut & sidewalk)	$2,500	General fund/grants
Maple Grove Cemetery		
Second entrance, phases I and II	$200,000	General and street funds
Rayner Park		
Stage and open air seating, restrooms, storage, lighting, and landscaping	$281,000	General fund, grants, donations
Bridges	TBD	General fund, grants, donations
Street Trees		
Street trees, replacement and new	$10,000	General and street funds

SECTION II. UTILITIES / INFRASTRUCTURE

POTW (Publicly Owned Treatment Works) Plant

Currently the City of Mason is subject to an Administrative Consent Order (ACO) that requires the plant to be able to accommodate secondary treatment of the current flows and the results of a 3.9 inch rain over a 24 hour period. The City has put great effort into identifying potential sources of inflow and infiltration (I & I) and to date has eliminated the most significant sources of I & I. However, it is likely that the point of diminishing returns has been reached in the attempts to eliminate I & I. Now it is prudent to turn an eye toward other improvements required to meet the ACO and position the City for future growth and development. The next step should be identifying and making systematic improvements at the Publically Owned Treatment Works (POTW).

The POTW process begins with the raw sewage from the City entering the plant at the head works (or entrance works). The current head works has a bar screen which must be cleared manually by the plant operators; an air lift and serpentine channel for grit removal; provisions for chemical addition; and, a flume to measure the influent flows. The current system was constructed with the plant improvements of the 1970's and is effectively reaching the end of its useful life. In addition, the bar screen is inefficient in removal and requires the plant operators to manually clean the screen. A new entrance works would provide more efficient grit and debris removal; eliminate the need for manual cleanings and be the first step in the increase in the treatment plant capacity.

After sewage passes through the head works, it flows into pumps which lift the sewage up to the primary clarifiers. After the capacity issues are addressed by the construction of a new head works, the next system bottle neck becomes these pumps which do not have the capacity to handle the current flows in addition to the ACO directed rain event. Incorporating larger, more efficient submersible pumps into the head works construction would alleviate the current constrictions in the POTW process.

Finally, the ability to move the water from the aeration tanks to the secondary clarifiers has been identified as a restriction in the system. By adding a second line between the aeration tanks and the secondary clarifiers, this capacity could be increased which in turn would help to address the concerns laid out in the ACO.

Estimated Costs

Head Works System and Pump Upgrades	$900,000
Pipe Addition between Aeration Tanks and Secondary Clarifiers	$300,000

Effluent generated from the POTW plant is currently treated with chlorine gas to disinfect it before being released. Chlorine gas is toxic and carcinogen and in high concentrations can cause death. Additionally, it is expensive. In 2010, the wastewater treatment plant paid nearly $15,000 for chemicals and cylinder rentals for disinfection and de-chlorination. Not included are the costs to maintain chlorination and de-chlorination equipment, transfer water used, and ongoing training.

Switching to an ultra-violet disinfection system would eliminate many of the associated costs and hazards in the chlorination system. Estimated cost: $714,000 (2012).

Currently the final treatment process of the wastewater includes using sand filters. These filters require a large amount of costs to operate and maintain. In the final treatment process of the wastewater the final effluent must be pumped to the filter cells, filtered through fine sand filters and then backwashed, (when the flow through the filters become restricted). During the backwashing cycle the wastewater being backwashed requires an additional pumping process. Installation of Two (2) final clarifiers would eliminate the need to use these filter cells resulting in a cost savings of repairing the pumps, the filter cell maintenance, the cost of sand, and the electricity needed to operate the pump motors. The wastewater would flow through the final clarifiers by the use of gravity. The total costs of installing Two (2) final clarifiers at the wastewater treatment plant, along with the cost savings that would result in the elimination these filter cells, is still being determined.

Department of Public Works

A new facility will need to be built when and if the POTW plant is expanded or at which time funds are available. This new facility will house all public works activities and equipment for the future expansion and needs of the City of Mason. The most logical site at this time would be the property located east of the new Water Treatment Plant on Avery Lane. This would centralize activities out of one location. Currently the Public Works Facility on North Jefferson Street has five buildings, which includes an old block building which has been used for an office for the department and two old WWTP Digesters that are used for salt/sand storage. The current size of the public works facilities is 12,000 square feet combined.

The proposed facility would be approximately 20,000 square feet and cost $1,200,000. The building would need to include, at a minimum, the following:

Two (2) work bays with hoist
Storage for all city vehicles
Tool crib/supply room
Restroom/locker room for both male and female employees
Lunch/break room
Two to four offices
Outside storage area
Police impoundment yard
Salt and sand storage facility

Water System

The SCADA software that controls our water collection and distribution system is owned and operated under licensure. The current system is supported under Windows XP and will no longer be supported for Windows XP in two years. After two years Windows XP based SCADA software

will no longer be eligible for technical support and service. The newest version of SCADA available to purchase is Windows 7-64 bit operating system and the Open BSI license to go along with it. This estimated cost is: $25,000 for the main SCADA station and $10,000 for our Back up laptop station.

TABLE 2 UTILITIES / INFRASTRUCTURE

Water System	Cost/$	Source of $
• Howell Road Well – Add treatment and controls	$550,000	Water/Sewer Fund
• Upgrades to system in conjunction with street program	Ongoing	Water/Sewer Fund
• Up- grade software for SCADA System by 2015	$35,000	Water/Sewer Fund
• Cathodic protection for Ash Street and Hayes Park wells	$15,000	Water/Sewer Fund
• Water main put down Kipp Road (Future development)	$500,000	
• Windmill power/Solar – water/waste water plant	$384,750	Water/Sewer Fund
Sanitary Sewer System		
• Upgrades in connection with street program (as encountered)	TBD	Water/Sewer Fund
• Upgrade controls for the lift stations(Main Court Lift Station)	$20,000	Water/Sewer Fund
• Eliminate I&I/repairs as needed	$30,000/yr.	Water/Sewer Fund
• Backup generator for Curtis Street lift station	$30,000	Water/Sewer Fund
• Backup generator for Hunting Meadows lift station	$25,000	Water/Sewer Fund
• Sewer camera repairs/upgrades	$25,000	Water/Sewer Fund
• Upgrade to head works	$892,500	Water/Sewer Fund
• Ultra-violet disinfection system	$714,00	Water/Sewer Fund
• Two (2) final clarifiers	TBD	Water/Sewer Fund
Storm Water System		
• Red Cedar River Watershed Management Plan	$14,600	Water/Sewer Fund
• Replacing curb markers, and buy supplies for storm water program	$500 per year	
o Permit costs	$6,000 a year	
• D.P.W. Facility – Replace Asphalt at the DPW Yard		
o 2013-14 Repave DPW yard and parking lot	$35,000	Water/Sewer Fund
Motor Vehicle Pool		
• Street Sweeper	$250,000	MVP Fund
• Dump Truck	$132,000	MVP Fund
• Front End Loader	$95,000	MVP Fund

SECTION III. STREETS

Mason has 12.25 miles of Major Streets and 19.11 miles of Local Streets and 2.21 miles of cemetery drives that it maintains. The City receives Act 51 state funds for maintenance of these streets based on a formula developed by the Michigan Department of Transportation allocating a certain dollar value per mile. The City augments its streets program funding with General Fund tax revenues through a millage that was approved by the voters in 1995 and amended in 2004.

A five-year Street Improvement Plan has been in place for a number of years and has helped the City to maintain its street network at a high level of quality. The five-year plan is reviewed and updated annually as priorities and funding change. The current five-year plan is included in Appendix D.

A roadway evaluation method called PASER (Pavement Surface Evaluation and Rating) was utilized to categorize the condition of the street system. This involves the physical inspection of each lineal mile of street within the City and assignment of a rating between 1 (poor) and 10 (excellent). An inspection was made in 2001 and again in 2004. This evaluation was conducted again in 2012 and has been forwarded to be formatted and organized at the Tri-County Regional Planning Commission and the Michigan Department of Transportation. The 2012 Street Inventory is included in Appendix C.

APPENDIX A – Utilities/Infrastructure

Background Information

Sanitary Sewer System

The sewage collection and treatment system consists of a 1.5 MGD activated sludge treatment plant, 32 miles of sewer line including interceptors, and five lift stations. Recent improvements at the plant include an addition to the building and a .66 million gallon sludge storage tank to the existing .30 million gallon storage tank. The Waste Activated Sludge System has been installed and activated.

The City, like most other communities in Michigan, operates under a National Pollutant Discharge Elimination System permit (NPDES) administered by the MDEQ. This permit establishes the allowable effluent levels to be discharged to the receiving waters, namely Sycamore Creek. The NPDES permit went into effect on November 1, 2008, and will expire at midnight on October 1, 2012. In April of 2012 the City of Mason applied for the renewal of the NPDES permit as required by the State of Michigan DEQ. As of May 2013 the City of Mason has not been issued this new permit. The DEQ has extended the use of the current NPDES permit until they finish processing, and then issuing to the City of Mason, the new NPDES permit.

A study was completed by Wolverine Engineers to determine the best method of providing sewer service to areas on the undeveloped east side of Mason. The feasibility study has identified six districts, known as the Rayner Creek Utility District, that are served via a common lift station and force main. During 2005, as part of the Temple Street extension from M-36 to Kipp Road, the sewer and pump station have been constructed to serve District 3 as this area develops. A copy of the sanitary sewer service district map is included in Appendix A.

Storm Water System

The current gravity system consists of concrete drainage pipes ranging from 6 inches to 42 inches in diameter, along with corrugated metal pipes up to 72 inches in diameter. These pipes are connected to the street network through a series of catch basins. Eventual outflow is to one of the three creeks flowing through town - the Sycamore, Willow or Rayner - since the system is separated from the sanitary sewer system.

In 2002, the City was notified that it would be required to comply with the Federal Phase II Storm Water Regulations. The City had been working with a consortium of 18 neighboring jurisdictional agencies within Ingham, Eaton and Clinton counties; collectively known as the Greater Lansing Regional Committee (GLRC). The intent of the GLRC was to seek voluntary permits for each of its members and to approach the regulations on a watershed basis. This methodology seemed logical and would allow the sharing of resources and expenditures for the unfunded mandate.

Mason received its Certificate of Coverage under the National Pollutant Discharge Elimination System (NPDES) general permit in August 2008. Some of the requirements of the storm water

program were development of an Illicit Discharge Elimination Plan, Public Education Plan, and a Watershed Management Plan (WMP). The WMP was developed over 2004 and 2005, involving several public and stakeholder meetings. Using the WMP as guidance, each community developed a Storm Water Pollution Prevention Initiative Plan (SWPPI). The SWPPI is the pollution prevention action plan outlining best management practices for communities and developments, plus public educational actions. The GLRC has divided into several committees and subcommittees to develop the required actions. The first permit cycle expired in April 2008, and a new permit was issued in July of 2009 at which time both the WMP and SWPPI have been updated. The new permit cycle starts in September 2013. There are best management practices that need to be adopted per our discharge permit from MDEQ for storm water controls in the City of Mason.

The current storm water system is separate from the sanitary sewers. Catch basins located in the streets carry the water to these pipes which eventually discharge to the Sycamore Creek, Willow and Rayner County Drains, where the treated sanitary sewage discharge is considered to be a point source discharge. Storm water discharge is considered to be a non-point discharge. This distinction becomes important in understanding State and Federal regulations.

Maintenance of the storm water system is divided between the City and the Ingham County Drain Commission. (The county has designated drains that flow through the City such as the Willow and Rayner Creek Drains.) It does become confusing sometimes as to who takes care of what and where. The Drain Commission will begin cleaning part of the Rayner Drain in late 2012.

Detention ponds are required on developments where the city engineer determines that the runoff will be too great for the catch basins and storm sewer located in the street. Many of the newer developments have these ponds on site.

Normally, the storm water system performs well during run-off events. In February, 2001, during the rain and melting snow, the county fairgrounds and consequently the ponds at Rayner Park flooded to the point where water was running across Ash Street. That was an unusual event but history has shown that it does happen. The last severe flood in Mason was in April of 1975.

On July 28 and 29, 2011, another sever storm dropped over 7 inches of rain in approximately 24 hours. This flooded Rayner and Sycamore Creeks forcing a sanitary sewer overflow at the POTW, disabling the ISD lift station and damaging storm drains and a couple streets.

It has become evident that the ponds in Rayner Park (park of Rayner Creek), controlled by the Ingham County Drain Commissioner, need to be dredged to allow water detention and storm water settlement.

Current Regulations

The EPA began its first round of storm water management requirements in 1992. At that time, and after a great deal of discussion, communities under 100,000 population that owned wastewater plants and vehicle maintenance garages were exempt from the regulations. This was accomplished through a last minute amendment to a federal Intermodal Surface Transportation Act that was

passed. Since that time, EPA has wasted no time in working on Phase II of the Storm Water Management regulations. Due to a status change designated by the U.S. Census Bureau in 2000, Mason became part of the Greater Lansing Urban Area. The City received its NPDES Permit for storm water in November of 2008, expiring in April 2013. The City will now have two permits one new permit that is just for the City of Mason and another permit for the for the water shed. This starts in September of 2013.

SANITARY SEWER OVERFLOWS AND INFLOW/INFILTRATION

Sanitary Sewer Overflows (SSOs) are the discharge of untreated, or partially treated wastewater to public waterways, over land as well as (this one is significant) the flooding of a basement for reasons other than a plugged, or broken sewer lead. Inflow is the direct introduction of storm water into the sanitary sewer system by means of a cross connection, or possibly an open sanitary manhole. City staff believes that a significant inflow source stems from many of the homes in town through footing tiles and sump pumps. Infiltration is the leaking of ground and surface water into the sanitary system through cracks in the pipes and manholes, or through bad joints in the sewer lines. Inflow and infiltration (I/I) can cause SSOs and both have been ongoing problems in most municipal sanitary systems since the first pipe went into the ground.

POTW systems are required to report any release of untreated sewage into the receiving stream to the MDEQ. A verbal notification is followed by a written report. Last year, a survey was mailed to all dischargers in the state and it was discovered that not every community has been reporting like they should. Violations carry penalties such as fines and possible jail time. Evidently some communities had discharges that were not reported, while other communities didn't even bother to respond to the survey. Because of this the MDEQ is meeting with those communities with SSO issues and drafting an agreement/plan as to how and when the SSO problem will be corrected. This "agreement" is also called an Administrative Compliance Order (ACO) and is a legally binding document containing fines ($1500 to $2500 per day) for future SSO events.

To further complicate the problem, the courts have determined that owners of POTW systems may be liable for any backups into basements. Cities are no longer protected by the Act of Nature clause, even if they are able to show that they maintain the system in a responsible manner.

In February and May of 2001, May of 2004, and January and September of 2008, the City experienced some serious run-off events that forced the bypass of untreated sewage. In addition, approximately ten residents reported flooded basements. In June 2010, the City received a letter from MDEQ with a draft ACO and instructions that a representative from the department will be meeting with City representatives.

SSO UPDATE

In September 2010, representatives from the City of Mason and MDEQ held a meeting in regard to the issue of the Sanitary Sewer Overflows (SSOs). The MDEQ claims that the City of Mason is in violation of its NPDES permit, due to the SSO events that have occurred in the past, and corrective

actions are needed to prevent future SSO events. As requested by the MDEQ, The City of Mason has installed metering devices in the collection system of the older subdivisions to check for Inflows and Infiltration (I/I), which are now collecting data. This is to determine if footing drains are possibly connected to the sanitary sewer system. In addition, as requested by the MDEQ, the City of Mason has installed a high flow, metering device at the entrance of the wastewater treatment plant. The device was installed in June of 2012. The City of Mason is moving forward to meet the MDEQ requests.

Based on observations and published studies, City staff suspects that residential sump pumps and footing tiles significantly contribute to I/I problems. Once a severe rainstorm ends and the initial surge in the sewage flow passes, the daily average flow will remain higher than normal for several weeks. Inspections of sewer lines in residential areas show increasing flows as one proceeds downstream of the line, plus the "sewage" is extremely clear. Once the ground becomes saturated, sump pumps and footing tiles contribute an enormous amount of water.

Under a pending consent order between the City of Mason and the MDEQ, the City must be able to certify that the City's WWTP is capable of providing secondary treatment to wastewater flows up to the 25-year/24-hour design storm event of 3.9 inches without bypassing during normal WWTP operations.

Beginning in the summer of 2006, the City will provide "sump pump collectors" as part of its local streets maintenance program. The next step is the need to develop policy as to determine who must connect to the collectors. This will be difficult and it will literally entail evaluation of each residential and commercial building.

APPENDIX B – Water System

The City's water system consists of six wells, two 500,000 gallon elevated storage towers and one one-million gallon ground storage tank and approximately 45 miles of water main in various sizes (4" to 16"). The City now has a new centralized treatment facility; the water is pumped through raw water mains to the treatment plant to remove Radium 226 and 228 as well as iron.

The City of Mason Water Treatment Plant went on line in November of 2008 and the treatment process is working well. The process is consistently removing radium 226 and 228 down to a average of 1 pqL (pico-quri per liter) which is 4 pqL less than the MCL of 5 pqL. The iron removal process is also working well as the plant receives iron coming in to the plant at .44 ppm and on average removes the iron down to less than .05 ppm.

The improved water quality from the plant is helping the City of Mason to comply with the Radium rule and the Lead and Copper rule. The city has passed all the radium tests since the plant has gone on line on 2008 and is now in compliance with the Radium rule. Another benefit of the improved water quality is the City of Mason has now passed four rounds of lead and copper sampling which put the city in compliance with the Lead and Copper rule. The results of being in compliance with these two rules has helped reduce the amount of samples required for Lead and Copper testing and radium testing for the City. This has saved a lot of man hours and resident's resident's time spent collecting samples for the City of Mason.

The City is looking at a new well site just west of the water plant to replace the loss of Park Street well #1 in 2011. The City is moving forward with this new site, currently under construction. The City will continue to look for the next well site for future development. Well number eight will need to have further cleaning done to try to bring back production in the future and Hayes Park well will need to be rebuilt in the next few years. The City is looking at putting treatment at Howell road well if future demand calls for more water.

The City currently has a Wellhead Protection Plan approved by the MDEQ. The City will need to keep the plan up to date and enforce its well head protection plan.

Upgrades to the older, undersized water lines will continue in conjunction with the street improvement plan. Recent improvements to the water distribution system include the instillation of Variable Frequency Drives (VFDs) on the wells, construction of the new water plant, and ground water storage tank, new 8" water main on Ash St., and Steele St.

The City of Mason's utilities are comprised of the drinking water, the sanitary sewer (collection and treatment), and the storm sewer systems. The following narrative will discuss the current status of capacities and system components, current regulations and other issues for each system.

Definitions are provided below for various abbreviations that will be used in the discussion of the City's utilities.

psi: pounds per square inch (water pressure)
EPA: Environmental Protection Agency (Federal)
g.p.m: gallons per minute
MCL: Maximum Contaminate Level is the maximum permissible level of a contaminant in drinking water.
MGD: Million Gallons per Day (1.0 MGD equals 1,000,000 gallons per day)
MG: Million Gallons
MDEQ: Michigan Department of Environmental Quality (oversees all drinking water, sanitary and stormwater regulations)
POTW: Publicly Owned Treatment Works (includes the entire sanitary sewer system; collection, lift stations and treatment plant). The Wastewater Treatment Plant is referred to as the POTW Plant

DRINKING WATER SYSTEM

Current Components and Capacities

The City's Water System Reliability Study and Contingency Plan of the entire water system, completed during the summer of 2005 by Wolverine Engineering is planned to be updated in 2013. Currently, the City of Mason water treatment plant went on line in November of 2008. This facility is taking water from all the wells, treating it to remove Radium and Iron and storing it in the 1 million gallon ground storage tank. The water is then pumped from the ground storage out to the distribution system to the two 500,000 elevated storage tanks to maintain pressure on the system (65-80psi). The plant can pump 4,500 gallons per minute with all three high service pumps running, but the treatment plant can only produce 1,736 gallons of treated drinking water per minute when in operation.

Table B-1 lists information on the water system's wells, storage tanks and water mains. Table B-2 contains the current information on the wells. The notes at the bottom of the table provide further explanation of terminology.

The concept of Firm Capacity is an important consideration for the water system. Ideally, the City should be able to meet the daily water demand, and provide fire protection, in the event the largest producing well is out of service. It does happen on occasion despite all the best maintenance efforts.

Regarding fire protection, pursuant to recommendations by the Insurance Services Office, the fire flow duration should be three (3) hours for recommended fire flows of 3000 and 3500 g.p.m.

These flows are not unreasonable for the industrial areas on the North and South ends of Mason. The following table shows the current storage calculations:

Water Storage Calculations for 3-Hour Fire Flow	
Average Demand (766 gpm)	137,880 gallons per 3 hours
Fire Flow (3,500 gpm)	630,000 gallons per 3 hours
Well Supply (1,675 gpm)	-301,500 gallons per 3 hours
Storage Needed Based Upon Fire Flow	466,380 gallons

Based upon these calculations, water storage provided by the 2 elevated water towers is adequate.

Given the recent improvements and modifications made within the City, the addition of a water tower, the addition of a 1 million gallon ground storage tank, the replacement of water meters, the new control system, and the cleaning and rehabilitation of the wells, the City of Mason finds itself in a comfortable position relating to water supply.

Current Regulations

Radionuclides: The original Radium Rule was first published in 1976 and revised in 1991. Since then water system operators have been required by the Federal Environmental Protection Agency (EPA) and the Michigan Department of Environmental Quality to periodically sample the drinking water for radioactivity. The reasoning behind this is attributed to the development and operation of nuclear reactors and radio nuclide-generating devices which result in the production of radioactive elements. However, there are naturally occurring radioactive elements such as uranium, thorium and radium which may originate in the shale and coal bearing layers that are interspersed throughout the municipal aquifer.

Since Mason began testing for radium in the mid 1990's, specifically the isotopes of Total Alpha, Radium 226 and Radium 228, the results have always been below the Maximum Contaminant Level (MCL). The monitoring for radium was done in the distribution system. In December 2003, a change in the Radium Rule by the EPA required water systems to sample at the "point of entry", or in Mason's case, at each of its wells. This new requirement put 2 of the wells over the MCL for Combined Radium 226/228 with most of the remaining wells just below the standard. In other words, Mason was out of compliance with a Federal Drinking Water standard and would need to take corrective action.

Consultants were hired in the summer of 2005 to study the problem and present some possible treatment alternatives that would be in the best interests of, and to serve our community for years to come. The study was done in such a way as to allow Mason to apply to the MDEQ for a low interest loan through the Drinking Water Revolving Fund program to help fund the project. With adequate funding secured, the facility was constructed and completed in 2008. The facility is a centralized hydrous manganese oxide (HMO) treatment plant that was recommended by the study to meet the radium MCL.

Arsenic Rule: On January 16, 2001, President Clinton signed the new arsenic rule that would lower the MCL from the existing 50 parts per billion (ppb) to 10 ppb. This became effective January 16, 2006 and it is impacting smaller communities. Fortunately, most of the monitoring for arsenic in Mason's water has indicated non-detectable levels.

Lead & Copper Rule: These two metals pose potential health risks if the exposure is of sufficient duration and their concentrations are high. In 1992, the Federal Environmental Protection Agency began requiring all public water supplies to annually test for lead and copper. What are actually being monitored are the corrosive characteristics of drinking water on household plumbing.
With the addition of the new water treatment plant, the City of Mason now has a consistently higher water quality, which has resulted in passing four consecutive sets of lead and copper tests. After passing these sets of 40 samples the City is now in reduced monitoring to 20 tests every three years.

The MCL for lead and copper is .015 mg/l and 1.3 mg/l, respectively. Samples for the tests are collected at 20 different households throughout the city once per year. The sampling procedure is to flush the water tap for 10 minutes, do not use the water for 6 hours and then collect the first draw. This assumes that the corrosiveness of the water will leach the lead and copper from the pipes and faucet. Historically, Mason has had difficulties meeting the copper limit. Part of the problem lies in the requirement that allows residents to perform the actual sampling, many times the proper protocol in not followed. Water softeners can also negatively affect the results. The City has found that the centralized water treatment has corrected this chronic problem.

TABLE B-1

CURRENT WATER SYSTEM COMPONENTS

Revised July 2012

Well Name	Year Commissioned
Park Street Well #1 (abandoned in 2011)	1931
Curtis Street Well #2 (abandoned in 2007)	1958
Howell Road Well #3 (standby in 2008)	1974
Hayes Well #4	1987
West Ash Well #5	1989
Franklin Well #6	1992
Kipp Road Well #7	2002
Temple Street Well #8	2009
Temple Street Well #9	2013 (planned)

FIRE HYDRANTS: Approximately 600

2 ELEVATED STORAGE TANKS (500,000 Gallons each), Constructed in 1995 & 2004
1 Ground Storage Tank (1,000,000 gallons) Constructed 2008

FINISHED WATER MAIN	**(Lineal Feet)**
4 Inch	32,820
6 Inch	81,300
8 Inch	63,810
10 Inch	7,000
12 Inch	56,475
16 Inch	900
Total	**242,305 (45.9 miles)**

RAW WATER MAIN	**(Linear Feet)**
8 Inch	3,262
12 Inch	5,259
16 Inch	7,837
Total	**16,358 (3.1 miles)**

NOTES:

- The original water main consists of cast iron, much of which remains in service today.
- Since the early 1970's, upgrades have been made with ductile iron pipe.
- Raw water main is high-density polyethylene pipe.

TABLE B-2

CURRENT WELL CHARACTERISTICS

Revised May 22, 2013

ACTUAL RATED DEPTH CAPACITY

WELL	(ft.)	STATUS	(gpm)	(gpm)
Howell #3	213	Standby	350	325
Hayes Park #4	245	Active	350	280
Ash #5	272	Active	250	250
Franklin #6	346	Active	500	400
Kipp #7	358	Active	350	350
Water Plant #8	400	Active	391	250
Temple St. #9	352	Under const.	325	
TOTAL CAPACITY			**2,516 gpm**	**1,875 gpm**
FIRM CAPACITY			**2,016 gpm**	**1,475 gpm**

NOTES:

- Firm Capacity represents the total capacity minus the largest producing well.
- Howell #3 is not connected to the new raw water lines.
- Howell road well is normally in standby mode; emergency use only.

TABLE B-3

CURRENT & PAST WATER PRODUCTION

Revised May 2013

YEAR	YEARLY TOTAL (MG)	DAILY AVERAGE (MGD)	DAILY AVERAGE (gpm)	MONTHLY MAXIMUM (MGD)	MONTHLY MAXIMUM (gpm)	MONTHLY MINIMUM (MGD)	MONTHLY MINIMUM (gpm)
2004	256	.890	618	1.570	1090	.349	242
2005	328	.895	622	1.646	1143	.527	366
2006	324	.888	617	1.567	1,088	.531	368
2007	346	.949	659	1.771	1,230	.579	402
2008	345	.943	655	1.848	1,283	.540	375
2009	314	.860	597	1.842	1,279	.395	274
2010	304	.832	577	1.326	921	.422	293
2011	317	.869	603	1.164	808	.610	422
2012	298	.816	567	1.164	795	.507	352

NOTES:

- The Maximum Day on record is 1.848 MGD recorded in July 2008.

SANITARY SEWER SYSTEM (POTW)

Current Components & Capacities

The sanitary sewer collection system consists of approximately 32 miles of clay, concrete and, as of recently, plastic pipe. The collection system starts as a 6-inch sewer lead from the buildings, which is the responsibility of the property owner to repair and maintain. The sewer leads connect to the lateral sewers located in the streets that ultimately connect to the interceptors that carry the sanitary sewage to the POTW Plant. Table 4 lists the major interceptors in town. The majority of the 6-inch and 8-inch sewers were constructed prior to 1930, using a bituminous sealer for the joints. Since 1958, rubber 0-rings have been used for the joints, significantly reducing the possibility of groundwater leakage.

Sewage typically flows by gravity through the lines. There are times when significant changes in elevation occur, particularly during new development, that the sewage must be lifted from a low area to a higher elevation in order to flow. This is accomplished by pump stations, or lift stations. Table 5 lists the five lift stations in the system. The Main Court pump station serves one short street and the Hunting Meadows pump station serves that subdivision. The Curtis St. Lift Station serves the businesses along N. Cedar Street and the county jail facilities. The ISD Lift Station serves the Career Center complex, Dart Container, the Riverwalk Meadows Subdivision, and the commercial district fronting Legion Drive. Temple Street lift station serves the new water treatment plant and the industrial district on Temple Street.

Lift stations are operating about 6-7 hours daily. The City's engineer recommends an upgrade when a lift station's pumps run 8 hours per day. The elimination of Curtis Street Lift Station by relaying about 2700 feet of sanitary sewer at an estimated cost of $250,000, does not appear to be cost effective.

The sanitary sewage enters the POTW Plant through a 30-inch pipe. The plant is a conventional activated sludge plant. It is a Class B plant with a design flow of 1.5 million gallons per day (MGD). It was constructed in 1958 with additional improvements in 1975-77. Table C-6 gives the basic design criteria of the plant and Table C-7 gives flow and plant loading data for the past several years. The plant load refers to the strength of the sewage that the plant must treat. This is also referred to as the biochemical oxygen demand (BOD). The data for the year 2001 is skewed due to the extremely wet weather experienced in February and May.

Current Regulations and Proposed Projects

All dischargers of treated sewage to public waterways are permitted to do so by means of a National Pollutant Discharge Elimination Systems (NPDES) Permit. This permit is required by the Federal Clean Water Act and administered by the MDEQ. The permit specifies exactly how clean the treated sewage must be. It is a legal document and contains enforceable limits on the final treated water that is discharged (effluent).

Mason has had a NPDES permit since 1973 and it is reissued every 5 years after a formal application has been submitted to MDEQ. The current permit was issued on November 1, 2008 and will expire on October 1, 2012. Typically, each reissued permit has effluent limits that are a little more restrictive than the prior one.

NPDES Update: April 2012 the City of Mason POTW submitted the application for the renewal of the NPDES Permit. The new NPDES Permit has not been issued as of May 2013. The DEQ has extended the expiration date of the current permit until a new one is issued.

Mercury Analysis: Mercury has been a metal of concern for many years due to its potential health threats and the fact that it is considered to be a bio-accumulating chemical of concern. In other words, its concentration increases in organisms' tissues as it makes its way up the food chain.

The approved test method for mercury has had a detection limit of .2 micro-grams per liter, or parts per billion. As of July 1999, the EPA approved a new mercury analysis method that has a detection limit of .5 nano-grams per liter (ng/L) or part per trillion. This new method has a detection limit that is 400 times more sensitive. The current limit in the permit is 30 ng/l, but the target water quality standard (the ultimate goal) for the receiving streams is 1.3 ng/l.

A recent requirement in the current permit is the development of a Mercury Minimization Program (MMP). The City's MMP was approved by MDEQ and became effective on April 2, 2009.

Previously, approximately 20,000 gallons of drinking water were used daily in the City of Mason. An alternative pumping system was constructed in 2010 to use treated effluent for the purpose of chlorinating, applying polymer, and supplying pump seal water and spray foam, in place of using treated drinking water, thus saving the City about 7 million gallons of drinking water annually. This is consistent with water conservation and sustainability.

TABLE B-4

INTERCEPTING SEWERS

Sycamore Creek Interceptor: 30-Inch diameter sewer extending from a point approximately where the old city garage on North Jefferson Street sat south along Sycamore Creek to Mable Court. Constructed in 1990 replaced to gain depth and slope to eliminate the Cherry Street lift station.

Willow Creek Interceptor: 18-Inch diameter sewer extending from Mable Court (30inch interceptor) west along Willow Creek to Eugenia Drive. Constructed in 1990 to replace the old 15-inch interceptor, which had major infiltration.

Intermediate School District Interceptor: 15-Inch diameter sewer extending north from the ISD Lift Station (north of D.P.W. facility) along Sycamore Creek to Howell Road. Constructed in the late 1960s and remains in good condition.

Legion Drive/Howell Road Interceptor: 15-Inch diameter sewer extending from the ISD Interceptor north to Howell Road and west, crossing US-127 and Cedar Street, to the end of Legion Drive. It was constructed in 1994 to service businesses on Legion Drive and Dart Container Corporation.

West Columbia Street Interceptor: 15-Inch diameter sewer extending west from the 30-inch Sycamore Creek Interceptor at Maple Street to approximately the west city limits. Constructed in 1975 and extended to serve the Coventry Woods and Sycamore Mobile Home Park developments in 1998.

East Side Interceptor: Constructed shortly after WWII, 15-inch and 18-inch sewer extending southeasterly from the POTW Plant to Ash Street near Steele Street. In 1976 the interceptor was reconstructed as part of the Waste Water Treatment Plant expansion.

East Columbia-Eastside Interceptor: 24-inch sewer interceptor constructed in 2007. It begins near the intersection of Okemos and Randolph Streets, runs across Bond Park then beside the Rayner Drain to Mathews Street. It then continues easterly along E. Columbia to Lawton St Street.

TABLE B-5

PUMP (LIFT) STATIONS

Name	GPM/Pump	Year Constructed
ISD Lift Station	300	1971 – Rebuilt in 2011
Curtis St. Lift Station	300	1964
Main Court Lift Station	80	1985
Hunting Meadows Lift Station	90	1992
Temple Street Lift Station	300	2007 – new pumps 2013

NOTES:

- All the lift stations have two (2) pumps.

TABLE B-6

POTW PLANT DESIGN DATA

DESIGN AVERAGE FLOW	1.5 MGD
POPULATION EQUIVALENT (PE)	12,000 PEOPLE
PLANT LOAD	2,400 LBS/DAY

TABLE B-7

POTW PLANT AVERAGE FLOWS AND PLANT LOADS

Revised May 22, 2013

YEAR	PRECIP (In.)	FLOW (MGD)	BOD (Lbs/Day)	BIOSOLIDS (MG/YR)	POP. EQUIV.
1993	37.35	1.417	1247	1.076	6235
1994	35.98	1.247	1222	.745	6110
1995	26.90	1.183	1276	.630	6380
1996	27.67	.970	1560	.950	7800
1997	33.01	1.015	1508	.892	7540
1998	33.40	1.074	1592	.768	7960
1999	27.71	.863	1539	.786	7695
2000	36.13	.881	1569	.840	7845
2001	36.60	1.158	1623	.742	8115
2002	21.84	.992	1792	.775	8960
2003	30.51	.895	1724	.650	8620
2004	35.73	1.053	1642	.452	8210
2005	23.73	.947	1597	1.040	7985
2006	42.73	1.088	1694	.998	8470
2007	31.6	.979	1487	1.456	7435
2008	38.4	1.112	1526	.593	7630
2009	34.33	1.665	1653	.882	8265
2010	16.82	0.985	1915	.672	9575
2011	42.11	1.15	1693	.808	8465
2012	27.28	1.002	1654	.808	8270

NOTES:

- 1 PE = .2 lbs of Plant Load
- The Plant Load in 1983, prior to Wyeth Laboratories pretreatment facility, was 3,061 lbs/day (over the design).
- November 1995: Michigan Packaging began operations (increased load).
- May 1996: Wyeth Laboratories ceased operations (decreased flow).
- For 2001, February's average was 1.546 MGD and May's was 1.666 MGD and a total of 7.46" of rain.
- 2004: May - 1.637 MGD average flow; monthly total of 9.41 inches of rain
- Pounds of BOD/Person/Day = 5 LBS Average

APPENDIX C – Street Inventory

2009 STREET INVENTORY PASER RATING: 9-10, EXCELLENT

10 = New construction 9 = Recent overlay, like new

PASER Rating	Street	Location	Length (ft)	Width (ft)	Recent Constr.	Other
10	Mason	Columbia-North	700	36	1996	Mill & Fill 2009
10	Temple	Ash-Kipp	3850	38		New Construction 2006
10	Avery lane		750		25	New Construction 2008
10	Ingham CT.					New Construction 2006
10	Buhl	Cedar-end	600	36		Mill & Fill 2009
10	S. Holt	Elm-Oak	300	30	1997,2009	
10	W. Oak	McRoberts-Lansing	650	30	1978, 2008	
10	Mechanic	Columbia-North	650	30		Re-Construct 2008
10	Curtis	Cedar-East End				Mill & Fill 2009
10	W.Columbia	Cedar-127 overpass	1800	30	1976	Mill & Fill 2009
10	E. Columbia	Mathews-Temple	3000	36	1981,2001	Reconstructed 2007
10	BaileyCircle				2004	2006 Wearing course
10	Goodman	SUMMERWOOD				2009 Wearing Course
10	Ware	SUMMERWOOD				2009 Wearing course
10	Evans	SUMMERWOOD				2009 Wearing course
10	W. Oak	Cedar-east dead end			2008	Raw water main project
10	Steele	Ash-Maple	600	30	2010	Re-Construction (Water main replacement)
10	S. Lansing	South-Ash	1600	30	2010	Mill & Fill
10	S. Lansing	Jefferson-South	2000	36	2010	Mill & Fill
10	Main Ct.	Steele-East end	600	30	2010	Mill & Fill
10	Lawton	Ash-Columbia	1600	30	2010	Mill & Fill
10	Randolph	Okemos-Dead End	2200	30	2011	Mill & Fill
10	Mathews	Sycamore-Dead End	1500	30	2011	Mill & Fill
10	Bond	Barns St-Holt St	280	30	2011	Mill & Fill
10	Cemetery drives	Drives in Cemetery	11,690	10	2011	Crush and shape and overlay
9	Coppersmith	Wildemere-Sanctuary	750		2002	
9	Valley Court				2002	
9	Royce				2002	
9	N. Barnes				2002	
9	Park	Maple-Sycamore			2002	
9	Center	East - Mason	600	30	1964	Reconstructed 2006
9	Okemos	Jefferson-City limits				Re-construct 2004
9	North	Bush-Cedar			2003	
9	North	Mason-East			2003	
9	Holt	Bond-E. South			2003	
9	Barnes	E. Maple-E. Syc.			2003	
9	Northbrook	Eugenia-turn around			2003	
9	Franklin Farm Drive				2003	
9	Lavonne	Franklin Farm-Eugenia			2003	
9	E. Sycamore	Jefferson, east-dead end			2003	
9	E. Sycamore	Dead end -Mathews			2003	

9	Sycamore	Jefferson-State				
9	Bush	W. Columbia-North			2003	New water main
9	E. Columbia	Jefferson-Rogers	900	36		1980 Resurfaced 2006
9	S. Barnes	Columbia-Sycamore	300	36		1978 Resurfaced 2006
9	S. Lansing	Maple-Columbia	800	30		1983 Resurfaced 2006
9	Middlebury	Foxview-N. End	400	30		1980 Resurfaced 2006
9	Foxview	Peachtree-Middlebury	400	30		1980 Resurfaced 2006
9	Ann	Bailey Park			2004	
9	Monroe	Bailey Park-Randolph			New 2004	
9	Washington	Roosevelt-Columbia			2001	
9	S. Jefferson	Alley south to Oak			2001	
9	S. Jefferson	Downtown-Columbia			2001	
9	East	Columbia-North			2001	
9	Cindy				2001	
9	Mark	Maple-Columbia			2001	
9	Sanctuary Dr.				2002	
9	N. Rogers				2002	

2009 STREET INVENTORY **PASER RATING: 8, VERY GOOD**

Little or no maintenance required

PASER Rating	Street	Location	Length (ft)	Width (ft)	Recent Constr.	Other
8						
	E. Maple	Jefferson-Rogers				
	E. Oak	Jefferson-Barnes			2006???	
8	W. Maple	Lansing-Park	1000	30	1996	
	Mason	North-unpaved	900		1996	
	E. Elm	Steele-Jefferson	1900		1996?	
	E. South	Jefferson-Holt	1250		1998 (Jeff-Barns)	
	Wildemere	Eaton-Coppersmith	500			
	Charrington		500			
	Ravenwood		1000			
	S. Barnes	Ash-943 S. Barnes	2750		1998	Mill & fill?
	W. South	Lansing-Hunting M.	2750		1998	
	Mable Ct.		250		1998	
	W. Cherry	McRoberts-Lansing	700		1998	
	W. Oak	Park-Jefferson	400		1998	
	W. Oak	Cedar-McRobert	1950		1998	
	W. Elm	McRoberts-Jefferson	1250		1998	
	Kiwanis Dr.	Columbia-Ash	800			
	W. Ash	Cedar-Peachtree	600		1999	
	Steele	Elm-Ash	1250		1996	
	Hall Blvd.	Ash-VanderVeen	650		1999	
	Walnut Ct.	Ash-Columbia	1100		1999	
	Warner	Burt-South	1125		1999	
	Burt		200		1999	
	W. Willow	Brookdale-Warner	300		1999	
	Judy Ct.		250		1999	
	Park	Sycamore-				

		Jefferson				
	Devonhill Drive				2001	
	Brookdale	South-Willow	850		1999	
	W. Columbia	Jefferson-Park	400		1999	
	Park	Elm-Ash	700		1998	
	Park	Sycamore-Columbia	350		1999	

2009 STREET INVENTORY **PASER RATING: 6-7, GOOD**

Priority Rating 1=Urgent 10= 5-10 years structural condition

7 = First signs of aging 6 = Showing signs of aging, sound

PASER Rating	Priority No.	Street	Location	Length (ft)	Width (ft)	Recent Constr.	Other
6	3	Hunting Meadow	South-Stag Thicket	600	30	1994	**Mill & Fill 2012-13**
6	3	Stag Thicket		700	30	94 or 98	**Mill & Fill 2012-13?**
6	3	Eagles Nest		600	30	1994	**Mill & Fill 2012-13?**
6	6	S. Lansing	Ash-Maple	300	30	79 or 83	**Mill & Fill 2013-14**
6	5	North	Mason-Cedar	1000	38	1996	No sidewalk, N. side **Mill & Fill 2013-14**
6	5	Cedar	South-Ash	1400	36	1988	**Mill & Fill**
6							
6		Avon	Columbia-Wildemere	250	30	1980	
6		Wildemere	Avon-Strafford	750	30	1980	
6		Strafford	Columbia-Eaton	750	30	1980	
6		Eaton	Strafford-Wildemere	1000	30	1980	
6		S. Lansing	North-Columbia	700	36	79 or 83	
6		Roosevelt	Temple-Lawton	1300	30	1997	
6		E. Cherry	Rogers-East end	700	30	1997	
6		E. Maple	Steele-Temple	2350	30	1977	
6		Henderson	Cherry-Elm	300	30	1998	
6		W. Cherry	Lansing-East end	950	30	1978	
6		Rayner	Columbia-Randolph	600	30	1976	
6		S. Barnes	943 Barnes-Kipp	1800	36	1988	
6		Walnut Ct.	Columbia-N. end	550	30	1989	
6		Eugenia	Northbrook-S. end	2250	30	1996	
6		Alta		100	30	1996	
7	7	W. Columbia	Mason-Cedar	1100	30	1997	
	7	VanderVeen	Hall Blvd-E. South	1200	30	1986	
	7	McRoberts	Maple-Columbia	700	30	1978	
	7	Peachtree	South-Columbia	2650	36	1997	Mill & fill?
		Washington	Ash-Roosevelt			2001	

	10	Cedar	Kipp-Willow Creek	2000	36	1996	
7		E. Maple	Jefferson-Rogers				
		S. Rogers	South-Columbia	2550	30- 36		
		W. Maple	Lansing-Cedar	1350	30	1998	
		McRoberts	South-Maple	1850	30- 36	1998	
		W. Sycamore	Lansing-Cedar	1250	30	1986	
		Stevens	Maple-Columbia	900	30	1968?	
		N. Rogers	Okemos-Columbia	1100	36	79 or 91	
		Northbrook	South-Eugenia	550	44	1996	
		N. Jefferson	Royce-Howell	3250	30	1990	
		N. Jefferson	Columbia-Royce	2250		1990	
		E. Cherry	Jefferson-Rogers	900		1996	
		E. Maple	Rogers-Steele	1000		1983	
		Gary Ct.		150	30	1996	
		E. South	Holt-Hall Blvd.	1300	30	1997	
		E. Oak	Barnes-Rogers			2006	
		E. Oak	Rogers-Steele			2006	

2009 STREET INVENTORY

Priority Rating

1=Urgent 10 = 5 –10 years

PASER RATING: 4-5, FAIR

5 = Surface aging, needs nonstructural overlay

4 = Significant aging, needs nonstructural overlay

PASER Rating	Priority No.	Street	Location	Length (ft)	Width (ft)	Recent Constr.	Other
4	2	Temple	Ash-Columbia	1750	36	1971-72 (est.)	**Re-construct 2011-12, Replace water main**
4	3	W. Ash	Peachtree-Hayes Park	600	36		**Mill & Fill**
5	5	W. Columbia	127 - W. city limits	1400	36	1976?	**Re-construct 2012-13 Curb, gutter, storm**
4	5	Cedar	Willow Cr.-South St.	2000	36	93-94 sealed 07	**Mill & Fill**
4	5	Kerns	M-36 Cedar-Howell	2000	24		**2013-14 Needs curb, gutter, sidewalk, storm sewers**

5	**5**	Monroe	Columbia-Randolph	600	30	1976	**Mill & Fill 2013-14**

2009 STREET INVENTORY **PASER RATING: 2, VERY POOR**

PASER RATING DOES NOT APPLY TO UNPAVED STREETS

Priority No.	Street	Location	Length (ft)	Width (ft)	Recent Constr.	Other
Unpaved	N. Mason St.		3600			**Need to consider future options for this street**

APPENDIX D – Five-Year Local Streets Program

CITY OF MASON
STREET PROGRAMS
Revised May 2012

Street	Location	FY	Estimated Construction Cost/EC
W. Columbia St.*	US-127 to City Limit	2012-2013	$860,000.00
			$860,000.00
W. Columbia St.*	US-127 to City Limit	2013-2014	$240,000.00
Temple Street*	Ash Street to Columbia Street	2013-2014	$400,000.00
North Street	Mason Street to Cedar Street	2013-2014	$99,000.00
Cedar Street	Oak Street to South Street	2013-2014	$122,000.00
			$861,000.00
W. Columbia St.	Cedar Street to RR Tracks	2014-2015	$60,000.00
Cedar Street*	Willow Creek to South Street	2014-2015	$335,000.00
Northbrook		2014-2015	$105,000.00
W. Ash Street	Peachtree to Hayes Park	2014-2015	$62,000.00
S. Lansing Street	Maple Street to Ash Street	2014-2015	$34,000.00
Hunting Meadow	South Street to Stag Thicket	2014-2015	$49,000.00
Stag Thicket	Entire Length	2014-2015	$67,000.00
Eagles Nest	Entire Length	2014-2015	$61,000.00
Monroe Street	E. Columbia Street to Randolph	2014-2015	$44,000.00
			$817,000.00
E. Maple Street	Stevens Street to Temple Street	2015-2016	$328,000.00
E. Maple Street	Lawton Street to Stevens Street	2015-2016	$282,000.00
E. Elm Street	Jefferson Street to Steele Street	2015-2016	$221,500.00
			$831,500.00
E. Maple Street	Steele Street to Lawton Street	2016-2017	$368,000.00
E. Maple Street	Rodgers Street to Steele Street	2016-2017	$410,000.00
S. Rodgers Street	Ash Street to Elm Street	2016-2017	$85,000.00
			$863,000.00
Kerns Road	Cedar Street to Howell Road	2017-2018	$615,190.00
			$615,190.00

APPENDIX E – Mason Fire Department Fixed Asset Projections (updated June 2013)

APPARATUS / VEHICLES:						
TANKER 807, WOLVERINE	1984	25 YEARS	2009	$300,000	MODERATE	GENERAL FUND FINANCING
ENGINE 809, GRUMMAN PUMPER	1990	25 YEARS	2015	$680,000	MODERATE	GENERAL FUND FINANCING
SQUAD 815, CHEVROLET	1992	25 YEARS	2017	$200,000	LOW	GENERAL FUND FINANCING
BRUSH 810, DODGE 4 X 4	1993	20 YEARS	2013	$50,000	MODERATE	GENERAL FUND DIRECT PURCHASE
TOWER 808, PIERCE DASH	2001	25 YEARS	2026	$1,000,000	LOW	GENERAL FUND FINANCING
OFFICER, FORD EXPEDITION	2001	10 YEARS	2011	$50,000	LOW	GENERAL FUND DIRECT PURCHASE
PUMPER TANKER 811, HME KW	2007	25 YEARS	2032	$500,000	LOW	GENERAL FUND FINANCING
RESCUE/PUMPER 806, SPARTAN/SPENCER	2010	25 YEARS	2035	$750,000	LOW	GENERAL FUND FINANCING
CHIEF, FORD EXPEDITION	2013	10 YEARS	2023	$50,000	LOW	GENERAL FUND DIRECT PURCHASE
RESCUE BOAT & MOTOR	2012	10 YEARS	2022	$10,000	LOW	GENERAL FUND DIRECT PURCHASE
BOAT / ICE RESCUE TRAILER	2012	20 YEARS	2042	$10,000	LOW	GENERAL FUND DIRECT PURCHASE
FIRE / RESCUE EQUIPMENT:						
808'S HURST EXTRICATION TOOLS (JAWS OF LIFE)	2001	15 YEARS	2016	$20,000	MODERATE	GRANT OR GENERAL FUND

RESCUE/PUMPER 806'S EXTRICATION TOOLS (JAWS OF LIFE)	2010	15 YEARS	2025	$40,000	LOW	GRANT OR GENERAL FUND
TURNOUT GEAR (36 SETS)	VARIOUS	5 YEARS	7 / YEAR	$17,500 / YEAR	IN PROCESS	GENERAL FUND DIRECT PURCHASE
AIR PACKS, SCBA (24 UNITS)	2008	10 YEARS	2018	$200,000	LOW	GRANT
CONFINED ENTRY CART (MUST BE COMPATIBLE WITH SCBA)	2008	10 YEARS	2018	$5,000	LOW	GENERAL FUND
BULLARD INFRARED VISION CAMERA	2007	10 YEARS	2017	$20,000	MODERATE	GRANT OR GENERAL FUND
COMMERCIAL WASHING MACHINE	1994	25 YEARS	2019	$5,000	LOW	GENERAL FUND
COMMERCIAL DRYER	1994	> 25 YEARS	2019	$5,000	LOW	GENERAL FUND
BAUER AIR TANK FILL STATION COMPRESSOR	2005	> 20 YEARS	> 2025	$50,000	LOW	GRANT
FURNACE / AC, OFFICE AREA (STATION 1)	1999	20 YEARS	2019	$10,000	LOW	GENERAL FUND
FURNACE / AC, TRAINING ROOM (STATION 1)	1999	20 YEARS	2019	$10,000	LOW	GENERAL FUND
CARPET, OFFICE AND TRAINING AREA (STATION 1)	1999	12 YEARS	2011	$10,000	MODERATE	GENERAL FUND
PAGERS (40)	2006	6 YEARS	6 / YEAR	$3,000	IN PROCESS	GENERAL FUND
PORTABLE RADIOS (26)	2006	20 YEARS	2026	$50,000	LOW	GRANT INGHAM COUNTY
TRUCK RADIOS (7)	2006	20 YEARS	2026	$50,000	LOW	GRANT INGHAM COUNTY
REPLACE APRON, APPROACH & SIDEWALK AT STATION 1	1999/2005	10 YEARS	2011	$45,000	MODERATE	IN CURRENT BUDGET
REPLACE WATER TANK (ENGINE 809)	1991	20 YEARS	2008	$17,000	TEMP. PATCHED	GENERAL FUND DIRECT PURCHASE

FIRE SAFETY HOUSE	1995	> 25 YEARS	> 2020	$60,000	LOW	MASON FF'S ASSOCIATION
EXHAUST VENTILATION SYSTEM (STATION 1)	N/A	> 25 YEARS		$60,000	MODERATE	POSSIBLE GRANT
LOFT (STATION 1)	N/A	> 25 YEARS		$60,000	LOW	GENERAL FUND DIRECT PURCHASE
FIRE SPRINKLER SYSTEM (STATION 1)	N/A	> 50 YEARS		$20,000	MODERATE	POSSIBLE 50% RAP GRANT

APPENDIX F – Downtown Development Authority Plan

201 W. Ash St.
Mason, MI 48854-0370

City of Mason

MASON

Phone: 517-244-6332
Fax: 517-244-0252
City Hall: 517-676-9155

Downtown Development Authority

RECEIVED
DEC 0 2 2010
CITY OF MASON
PLANNING DEPT.

December 2, 2010

City of Mason
Attn: Marty Colburn
201 West Ash Street
Mason, MI 48854

Re: DDA Plan Amendment No. 4

Mr. Colburn,

The Downtown Development Authority met on Wednesday, December 1 and approved the fourth amendment of the Downtown Development Plan. The Plan Amendment will be adopted once City Council has approved the document. In addition, Act 197 requires a notice to affected taxing jurisdictions and a public hearing held by City Council.

Please contact me if you have any further questions.

Sincerely,

Marco Broggio
Executive Director

AMENDMENT NO. 4 TO THE
DEVELOPMENT PLAN/TAX INCREMENT FINANCING PLAN
OF THE DOWNTOWN DEVELOPMENT AUTHORITY
OF THE CITY OF MASON

The City of Mason Development Plan/Tax Increment Financing Plan ('Plan), has been adopted pursuant to the provisions of the Downtown Development Act, 1975 PA 197, as amended ("Act 197"), by the Downtown Development Authority of the City of Mason ("Authority") and approved by the City Council of the City of Mason, Ingham County, Michigan ("City"), pursuant to Ordinance 118 adopted March 16, 1987, and amended by Ordinance 118-A-96, adopted July 1, 1996, Ordinance 118-A-2000, adopted February 19, 2001, and Ordinance 118-A-2003, adopted May 5 2003.

The Plan is hereby further amended by resolution of the Authority duly adopted at a public meeting of the Authority held on the first day of December, 2010, and by City Council approval of this Plan Amendment No. 4 to the Development Plan/tax Increment Financing Plan ("Amendment No. 4") pursuant to Ordinance No. 118-A-2010 duly adopted December ____, 2010 following notice to taxing jurisdictions and public hearing as required by Act 197.

Introduction to Plan Amendment No. 4

1. The stated goal of the Authority is to establish and maintain the vitality of the central business district of the City of Mason through the Downtown Revitalization Plan established by the Development Plan/tax Increment Financing Plan of the Authority adopted by the Mason City Council on March 16, 1987, as amended.
2. The goal of the Plan and the Act are to halt property value deterioration, to rehabilitate property which has become blighted, vacant, or functionally obsolete, and to promote economic growth, business activity, and employment opportunities within the District.
3. On May 14, 2009, the Authority adopted the city of Mason downtown Marketing Analysis conducted by McKenna Associates, Inc. to identify the most appropriate business types and

strategies for attracting new business and retaining existing business. The total cost of this project was $38,392.07. The Authority also received $18,875.00 in CDBG funds through MSHDA. The Downtown Mason Market Analysis and Strategic Plan examines 2008 market conditions, uses consumer spending patterns and demographic analysis to identify over and under-served business sectors. This study is a tool for the Authority to target specific business sectors and identify the best spaces and locations for new business that will complement and enhance the existing character of the downtown. The recommendations for the district include the following:

a) To promote existing businesses, and new eating establishments, especially family style restaurants within downtown.
b) To become a regional destination by strengthening the City's identity, adding residential units in downtown, improve the appearance of pedestrian connections and most importantly develop an entertainment and dining core.
c) To improve the connections (visual, vehicular, and pedestrian) and signage directing patrons to appropriate parking.
d) To develop a parking acquisition management program operated by the Authority.
e) To add more streetscape amenities, such as benches, lighting, signs and landscaping, and replace existing amenities with uniform materials.
f) To create a Branding and Community Identity Campaign promoting Downtown Mason as a charming location with historic structures, friendly salespeople, and walkable streets.
g) To Adopt a Form-Based Overlay District for Downtown Mason.

h) To implement a maintenance program which includes regular sidewalk cleaning, seasonal planting, street tree maintenance, installation and removal of seasonal decorations (lights, banners, signs, garlands, etc.), and snow removal.

NOW THEREFORE, in consideration of the foregoing, the Development Plan/Tax Increment Financing Plan of the Downtown Development Authority of the City of Mason is hereby amended as follows:

DEVELOPMENT PLAN AMENDMENTS

1. Section 3.1 – A DESCRIPTION OF IMPROVEMENTS TO BE MADE IN DEVELOPMENT AREA is amended by amending subsections 3.1 a), 3.1 c), and 3.1 j) thereof, and by adding new subsections 3.1 k), 3.1 l), 3.1 m), 3.1 n), 3.1 o), and 3.1p) to add additional capital improvements, the Liquor License Assistance Program, the planning and branding of community events, a streetscape maintenance program, and increasing the amp service in the district. Which amended and added subsections shall read as follows:

3.1a) Streets, Sidewalks, and Streetscape Amenities

(1) Sidewalk and street improvements will be made throughout the district to increase accessibility and to promote a pedestrian friendly downtown.

(2) Streetscape Amenities – Existing benches, signs, and other streetscapes throughout the downtown district will be removed and replaced with uniform materials. Benches are proposed to be placed on the corners of Maple Street and Jefferson Street; on Jefferson Street and Ash Street; along Mason Street, State Street, Jefferson Street, Ash Street, and Maple Street. Informational signs will be placed along Colombia Street, Mason Street, State Street, Maple Street, and Ash Street directing patrons to parking and the shops in downtown and the Antiques District.

3.1c) Landscaping - Shrubs and plants will be placed along Mason Street, State Street, Maple Street, Jefferson Street, and Ash Street to compliment the aesthetic appeal of the streetscapes within the District. Fencing and landscaping around parking lots within the District are also proposed.

3.1j) Rehabilitation of Vacant, Underutilized or Functionally, or Economically Obsolete Properties – Section 7 of Act 197 authorizes the Authority to undertake the renovation, repair, remodeling, rehabilitation, restoration, and reconstruction of existing buildings, multiple family dwellings, or parking lots within the District as necessary or appropriate to the execution of its plan when, in the opinion of the Authority such activities will aid in the economic growth of the downtown district. In furtherance thereof, the Authority may acquire by, purchase, lease, or otherwise, land and property within the District, improve such land and structures and construct, rehabilitate, restore, equip, improve, maintain, and operate any real estate, including multiple family dwellings, and parking lots for the use, in whole or in part, by public or private persons or corporations, and any combination thereof, and may thereafter dispose of or lease such buildings and properties to public or private users to further the District plan. The purpose of this amended Plan shall be to identify such buildings and structures within the District and acquire such properties which are deteriorated, vacant, underutilized, or functionally and economically obsolete, to be rehabilitated and adapted for reuse by public or private persons or corporations.

3.1k) Liquor License Assistance Program – The Authority will establish a program to assist eligible businesses within the District in acquiring a liquor license under Section 521a(1)(b) of the Michigan Liquor Control Code, being MCL 436.1101 et. seq. Funds will be available to businesses that have applied with the DDA and have met the requirements under the proposed guidelines for the Liquor License Assistance Program (LLAP).

3.1l) Community Event – A community event is proposed to be held in the downtown with an emphasis in creating a new attraction for the community and promoting Mason as a regional destination. The event will host well known local and regional live entertainment and will support the economic development of the businesses within downtown.

3.1m) Brand and Community Identity Campaign – A plan is proposed to create an attractive and positive image of downtown Mason by working with the City, Chamber of Commerce and downtown merchants in developing a Brand and Community Identity Campaign. The DDA will work with the Chamber of Commerce to update all banners and signage throughout downtown and reinforce the walkable streets and friendly environment downtown Mason has to offer. This campaign will be supported through marketing and advertising efforts and the community event.

3.1n) Maintenance Program – The Authority will establish a program of general maintenance of sidewalk cleaning, seasonal planting, street tree maintenance, installation and removal of seasonal decorations (lights, banners, signs, garlands, etc.), and snow removal.

3.1o) Capital Improvement – The Authority will collaborate with the City to fund special projects.

3.1p) Amp Service – The electrical output on the light posts in the district will be increased to accommodate up to 100 amps.

2. The text of Section 3.3 – "AN ESTIMATE OF THE TIME REQUIRED FOR COMPLETION" is amended to read as follows:

> The Development Plan is estimated to be completed within 30 years from the date of approval of this Development Plan/Tax Increment Financing Plan Amendment No. 4. The estimated completion year is 2040.

3. Section 4.1 – "THE LOCATION. EXTENT. CHARACTER. AND ESTIMATED COST OF IMPROVEMENTS CONTEMPLATED FOR THE DEVELOPMENT AREA" is amended by amending the improvements described for Streetscape Amenities by adding improvements consisting of benches, signs, and other streetscapes, Capital Improvements, Amp Service, and by adding additional subcategories captioned Rehabilitation of Deteriorated, Blighted, Vacant, or Functionally or Economically Obsolete Properties, which amended and added subcategories shall read as follows:

Public Improvements

Streetscape Amenities

Item	Est. Qty.	Description	
1.	20	Black Benches	
2.	16	Directional Signs	
3.	800 ft.	Black Aluminum Fencing	
4.	200	Shrubs and Plants	
5.	200 yards	Mulch and Landscaping	
		TOTAL ESTIMATED COST	$50,000

Capital Improvement

Participation on special projects within the district not to exceed $50,000 every five years. The DDA will provide up to $50,000 for the improvements at 124 & 140 East Ash Street. Funds will only be available once a development contract has been signed.

TOTAL ESTIMATED COST $300,000

Amp Service

Increase electrical output in downtown

TOTAL ESTIMATED COST $50,000

Rehabilitation of Deteriorated, Blighted, or Functionally or Economically Obsolete Properties

Buildings and structures within the District which are identified as being deteriorated, blighted, vacant, or functionally or economically obsolete.

TOTAL ESTIMATED COST $300,000

4. Section 9.1 captioned "AN ESTIMATE OF THE COST OF THE DEVELOPMENT" is amended by replacing subparagraphs (a), (b), and (f) to read as follows:

a. The public improvements being proposed in the Amended Development Plan have an anticipated development cost of $700,000.

b. Liquor License Assistance Program estimated to cost $140,000.

c. The parking plan is estimated to cost $100,000.

d. The revolving loan/grant program is estimated to cost $500,000.

e. The plan to retain a part-time director estimated to cost $25,000 per year for a total cost of $750,000.

f. The Brand and Community Identity Campaign is estimated to cost $10,000 per year over 30 years for a total cost of $300,000.

g. The community event is estimated to cost $750,000 over the 30 years of this amended Plan.

i. The plan to establish a grounds maintenance program estimated to cost $8,000 per year for the total cost of $240,000 over 30 years.

5. Section 16.0 captioned "OTHER ACTIVITIES WHICH THE AUTHORITY, LOCAL PUBLIC AGENCY, OR GOVERNING BODY DEEMS PERTINENT" is amended to read as follows:

16.2 BRAND AND COMMUNITY IDENTITY CAMPAIGN

A plan is proposed to create an attractive and positive image of downtown Mason by working with the City, Chamber of Commerce and downtown merchants in developing a Brand and Community Identity Campaign. The DDA will work with the Chamber of Commerce to update all banners and signage throughout downtown and reinforce the walkable streets and friendly environment downtown Mason has to offer. This campaign will be supported through marketing and advertising efforts and the community event.

6. Section 21 captioned "A STATEMENT OF THE ESTIMATED IMPACT OF TAX INCREMENT FINANCING ON THE ASSESSED VALUES OF ALL TAXING JURISDICTIONS IN WHICH THE DEVELOPMENT AREA IS LOCATED" is amended to read as follows:

Under a tax increment finance plan, the annual revenue generated in any give year is calculated by multiplying the captured assessed value by the total millage levied by all local taxing jurisdictions.

Commencing in 2010, the Amended Development Plan/TIF Plan provides that the DDA will continue to capture taxes levied against the taxable value of real and personal property in the Downtown District by Ingham County, City of Mason, Lansing Community College, and Capital Area District Library.

Under this fourth Amended Plan, the base taxable value reserved to each taxing jurisdiction in 1987 will remain fixed at all levels established in 1987.

The current taxable value in the DDA District and the amount of taxable value subject to capture is shown on Table 3 Schedules 2A through 2D, which means that only 28.16% of the millage assessed in the DDA is currently subject to capture.

Commencing in 2010, the Amended Development Plan/TIF Plan provides that the taxes levied on the increase in taxable value in the District over the base year of 1987 will continue to be captured to finance the Plan, projects and activities over the next 30 years. The estimated cost of the Amended Development Plan over 30 years, including the cost to complete projects in the original plan and new plan initiatives commencing in 2010 is shown on Table 3 – Schedule 1. The projections are estimated based on one percent inflation over the next 30 years.

Approved by the Board of the Downtown Development Authority of the City of Mason for submittal to the City Council of the City of Mason by resolution of the Board adopted at a public meeting on December 1, 2010.

Approved by the City Council of the City of Mason on _____, 2010 by adoption of Ordinance No. 118-A-2010 subsequent to a notice to affected taxing jurisdictions and a public hearing held by the Council on _____, 2010.

_____ _____

Martin A. Colburn, City Clerk Leon Clark, Mayor

CITY OF MASON DOWNTOWN DEVELOPMENT AUTHORITY
COMPARISON OF REVENUE TO EXPENSES
TABLE 3 - SCHEDULE 1

YEAR	PROJECTED REVENUE	PROJECTED EXPENSES	REVENUES OVER (UNDER) EXPENSES
2010	86,424	142050	(55,626)
2011	86,424	86,424	0
2012	86,424	86,424	0
2013	86,424	86,424	0
2014	86,424	86,424	0
2015	86,424	86,424	0
2016	87,672	87,672	0
2017	89,553	89,553	0
2018	92,080	92,080	0
2019	94,632	94,632	0
2020	97,210	97,210	0
2021	99,813	99,813	0
2022	102,443	102,443	0
2023	105,099	105,099	0
2024	107,781	107,781	0
2025	110,491	110,491	0
2026	113,227	113,227	0
2027	115,991	115,991	0
2028	118,782	118,782	0
2029	121,601	121,601	0
2030	124,449	124,449	0
2031	127,325	127,325	0
2032	130,230	130,230	0
2033	133,163	133,163	0
3034	136,126	136,126	0
2035	139,119	139,119	0
2036	142,142	142,142	0
2037	145,195	145,195	0
2038	148,278	148,278	0
2039	151,392	151,392	0
2040	154,538	154,538	0
Total	3,506,872	3,562,499	(55,626)

CITY OF MASON DOWNTOWN DEVELOPMENT AUTHORITY
PROJECTED REVENUE AND CAPTURED REVENUE FOR CITY OF MASON
as of October 14, 2010
TABLE 3 - SCHEDULE 2A

YEAR	PROJECTED TAXABLE VALUE 1% INFLATION	PROJECTED CONSTRUCTION	PROJECTED TOTAL TAXABLE VALUE	DDA CAPTURE	MILLAGE	TOTAL	PROJECTED REVENUE CAPTURED TAXES
2010	8,862,501	6,000	8,868,501	3,068,991	13.25	117,508	40,664
2011	8,862,501	6,000	8,868,501	3,068,991	13.25	117,508	40,664
2012	8,862,501	6,000	8,868,501	3,068,991	13.25	117,508	40,664
2013	8,862,501	6,000	8,868,501	3,068,991	13.25	117,508	40,664
2014	8,862,501	6,000	8,868,501	3,068,991	13.25	117,508	40,664
2015	8,862,501	6,000	8,868,501	3,068,991	13.25	117,508	40,664
2016	8,906,814	6,000	8,912,814	3,113,304	13.25	118,095	41,251
2017	8,973,615	6,000	8,979,615	3,180,105	13.25	118,980	42,136
2018	9,063,351	6,000	9,069,351	3,269,841	13.25	120,169	43,325
2019	9,153,984	6,000	9,159,984	3,360,474	13.25	121,370	44,526
2020	9,245,524	6,000	9,251,524	3,452,014	13.25	122,583	45,739
2021	9,337,979	6,000	9,343,979	3,544,469	13.25	123,808	46,964
2022	9,431,359	6,000	9,437,359	3,637,849	13.25	125,045	48,202
2023	9,525,673	6,000	9,531,673	3,732,163	13.25	126,295	49,451
2024	9,620,929	6,000	9,626,929	3,827,419	13.25	127,557	50,713
2025	9,717,139	6,000	9,723,139	3,923,629	13.25	128,832	51,988
2026	9,814,310	6,000	9,820,310	4,020,800	13.25	130,119	53,276
2027	9,912,453	6,000	9,918,453	4,118,943	13.25	131,420	54,576
2028	10,011,578	6,000	10,017,578	4,218,068	13.25	132,733	55,889
2029	10,111,694	6,000	10,117,694	4,318,184	13.25	134,059	57,216
2030	10,212,810	6,000	10,218,810	4,419,300	13.25	135,399	58,556
2031	10,314,939	6,000	10,320,939	4,521,429	13.25	136,752	59,909
2032	10,418,088	6,000	10,424,088	4,624,578	13.25	138,119	61,276
2033	10,522,269	6,000	10,528,269	4,728,759	13.25	139,500	62,656
2034	10,627,492	6,000	10,633,492	4,833,982	13.25	140,894	64,050
2035	10,733,766	6,000	10,739,766	4,940,256	13.25	142,302	65,458
2036	10,841,104	6,000	10,847,104	5,047,594	13.25	143,724	66,881
2037	10,949,515	6,000	10,955,515	5,156,005	13.25	145,161	68,317
2038	11,059,010	6,000	11,065,010	5,265,500	13.25	146,611	69,768
2039	11,169,600	6,000	11,175,600	5,376,090	13.25	148,077	71,233
2040	11,281,296	6,000	11,287,296	5,487,786	13.25	149,557	72,713

CITY OF MASON DOWNTOWN DEVELOPMENT AUTHORITY
PROJECTED REVENUE AND CAPTURED REVENUE FOR INGHAM COUNTY
as of October 14, 2010
TABLE 3 - SCHEDULE 2B

YEAR	PROJECTED TAXABLE VALUE 1% INFLATION	PROJECTED CONSTRUCTION	PROJECTED TOTAL TAXABLE VALUE	DDA CAPTURE	MILLAGE	TOTAL	PROJECTED REVENUE CAPTURED TAXES
2010	8,862,501	6,000	8,868,501	3,068,991	9.54	84,605	29,278
2011	8,862,501	6,000	8,868,501	3,068,991	9.54	84,605	29,278
2012	8,862,501	6,000	8,868,501	3,068,991	9.54	84,605	29,278
2013	8,862,501	6,000	8,868,501	3,068,991	9.54	84,605	29,278
2014	8,862,501	6,000	8,868,501	3,068,991	9.54	84,605	29,278
2015	8,862,501	6,000	8,868,501	3,068,991	9.54	84,605	29,278
2016	8,906,814	6,000	8,912,814	3,113,304	9.54	85,028	29,701
2017	8,973,615	6,000	8,979,615	3,180,105	9.54	85,666	30,338
2018	9,063,351	6,000	9,069,351	3,269,841	9.54	86,522	31,194
2019	9,153,984	6,000	9,159,984	3,360,474	9.54	87,386	32,059
2020	9,245,524	6,000	9,251,524	3,452,014	9.54	88,260	32,932
2021	9,337,979	6,000	9,343,979	3,544,469	9.54	89,142	33,814
2022	9,431,359	6,000	9,437,359	3,637,849	9.54	90,032	34,705
2023	9,525,673	6,000	9,531,673	3,732,163	9.54	90,932	35,605
2024	9,620,929	6,000	9,626,929	3,827,419	9.54	91,841	36,514
2025	9,717,139	6,000	9,723,139	3,923,629	9.54	92,759	37,431
2026	9,814,310	6,000	9,820,310	4,020,800	9.54	93,686	38,358
2027	9,912,453	6,000	9,918,453	4,118,943	9.54	94,622	39,295
2028	10,011,578	6,000	10,017,578	4,218,068	9.54	95,568	40,240
2029	10,111,694	6,000	10,117,694	4,318,184	9.54	96,523	41,195
2030	10,212,810	6,000	10,218,810	4,419,300	9.54	97,487	42,160
2031	10,314,939	6,000	10,320,939	4,521,429	9.54	98,462	43,134
2032	10,418,088	6,000	10,424,088	4,624,578	9.54	99,446	44,118
2033	10,522,269	6,000	10,528,269	4,728,759	9.54	100,440	45,112
2034	10,627,492	6,000	10,633,492	4,833,982	9.54	101,444	46,116
2035	10,733,766	6,000	10,739,766	4,940,256	9.54	102,457	47,130
2036	10,841,104	6,000	10,847,104	5,047,594	9.54	103,481	48,154
2037	10,949,515	6,000	10,955,515	5,156,005	9.54	104,516	49,188
2038	11,059,010	6,000	11,065,010	5,265,500	9.54	105,560	50,233
2039	11,169,600	6,000	11,175,600	5,376,090	9.54	106,615	51,288
2040	11,281,296	6,000	11,287,296	5,487,786	9.54	107,681	52,353

CITY OF MASON DOWNTOWN DEVELOPMENT AUTHORITY
PROJECTED REVENUE AND CAPTURED REVENUE FOR LANSING COMMUNITY COLLEGE
as of October 14, 2010
TABLE 3 - SCHEDULE 2C

YEAR	PROJECTED TAXABLE VALUE 1% INFLATION	PROJECTED CONSTRUCTION	PROJECTED TOTAL TAXABLE VALUE	DDA CAPTURE	MILLAGE	TOTAL	PROJECTED REVENUE CAPTURED TAXES
2010	8,862,501	6,000	8,868,501	3,068,991	3.81	33,789	11,693
2011	8,862,501	6,000	8,868,501	3,068,991	3.81	33,789	11,693
2012	8,862,501	6,000	8,868,501	3,068,991	3.81	33,789	11,693
2013	8,862,501	6,000	8,868,501	3,068,991	3.81	33,789	11,693
2014	8,862,501	6,000	8,868,501	3,068,991	3.81	33,789	11,693
2015	8,862,501	6,000	8,868,501	3,068,991	3.81	33,789	11,693
2016	8,906,814	6,000	8,912,814	3,113,304	3.81	33,958	11,862
2017	8,973,615	6,000	8,979,615	3,180,105	3.81	34,212	12,116
2018	9,063,351	6,000	9,069,351	3,269,841	3.81	34,554	12,458
2019	9,153,984	6,000	9,159,984	3,360,474	3.81	34,900	12,803
2020	9,245,524	6,000	9,251,524	3,452,014	3.81	35,248	13,152
2021	9,337,979	6,000	9,343,979	3,544,469	3.81	35,601	13,504
2022	9,431,359	6,000	9,437,359	3,637,849	3.81	35,956	13,860
2023	9,525,673	6,000	9,531,673	3,732,163	3.81	36,316	14,220
2024	9,620,929	6,000	9,626,929	3,827,419	3.81	36,679	14,582
2025	9,717,139	6,000	9,723,139	3,923,629	3.81	37,045	14,949
2026	9,814,310	6,000	9,820,310	4,020,800	3.81	37,415	15,319
2027	9,912,453	6,000	9,918,453	4,118,943	3.81	37,789	15,693
2028	10,011,578	6,000	10,017,578	4,218,068	3.81	38,167	16,071
2029	10,111,694	6,000	10,117,694	4,318,184	3.81	38,548	16,452
2030	10,212,810	6,000	10,218,810	4,419,300	3.81	38,934	16,838
2031	10,314,939	6,000	10,320,939	4,521,429	3.81	39,323	17,227
2032	10,418,088	6,000	10,424,088	4,624,578	3.81	39,716	17,620
2033	10,522,269	6,000	10,528,269	4,728,759	3.81	40,113	18,017
2034	10,627,492	6,000	10,633,492	4,833,982	3.81	40,514	18,417
2035	10,733,766	6,000	10,739,766	4,940,256	3.81	40,919	18,822
2036	10,841,104	6,000	10,847,104	5,047,594	3.81	41,327	19,231
2037	10,949,515	6,000	10,955,515	5,156,005	3.81	41,741	19,644
2038	11,059,010	6,000	11,065,010	5,265,500	3.81	42,158	20,062
2039	11,169,600	6,000	11,175,600	5,376,090	3.81	42,579	20,483
2040	11,281,296	6,000	11,287,296	5,487,786	3.81	43,005	20,908

CITY OF MASON DOWNTOWN DEVELOPMENT AUTHORITY
PROJECTED REVENUE AND CAPTURED REVENUE FOR CAPITAL AREA DISTRICT LIBRARY
as of October 14, 2010
TABLE 3 - SCHEDULE 2D

YEAR	PROJECTED TAXABLE VALUE 1% INFLATION	PROJECTED CONSTRUCTION	PROJECTED TOTAL TAXABLE VALUE	DDA CAPTURE	MILLAGE	TOTAL	PROJECTED REVENUE CAPTURED TAXES
2010	8,862,501	6,000	8,868,501	3,068,991	1.56	13,835	4,788
2011	8,862,501	6,000	8,868,501	3,068,991	1.56	13,835	4,788
2012	8,862,501	6,000	8,868,501	3,068,991	1.56	13,835	4,788
2013	8,862,501	6,000	8,868,501	3,068,991	1.56	13,835	4,788
2014	8,862,501	6,000	8,868,501	3,068,991	1.56	13,835	4,788
2015	8,862,501	6,000	8,868,501	3,068,991	1.56	13,835	4,788
2016	8,906,814	6,000	8,912,814	3,113,304	1.56	13,904	4,857
2017	8,973,615	6,000	8,979,615	3,180,105	1.56	14,008	4,961
2018	9,063,351	6,000	9,069,351	3,269,841	1.56	14,148	5,101
2019	9,153,984	6,000	9,159,984	3,360,474	1.56	14,290	5,242
2020	9,245,524	6,000	9,251,524	3,452,014	1.56	14,432	5,385
2021	9,337,979	6,000	9,343,979	3,544,469	1.56	14,577	5,529
2022	9,431,359	6,000	9,437,359	3,637,849	1.56	14,722	5,675
2023	9,525,673	6,000	9,531,673	3,732,163	1.56	14,869	5,822
2024	9,620,929	6,000	9,626,929	3,827,419	1.56	15,018	5,971
2025	9,717,139	6,000	9,723,139	3,923,629	1.56	15,168	6,121
2026	9,814,310	6,000	9,820,310	4,020,800	1.56	15,320	6,272
2027	9,912,453	6,000	9,918,453	4,118,943	1.56	15,473	6,426
2028	10,011,578	6,000	10,017,578	4,218,068	1.56	15,627	6,580
2029	10,111,694	6,000	10,117,694	4,318,184	1.56	15,784	6,736
2030	10,212,810	6,000	10,218,810	4,419,300	1.56	15,941	6,894
2031	10,314,939	6,000	10,320,939	4,521,429	1.56	16,101	7,053
2032	10,418,088	6,000	10,424,088	4,624,578	1.56	16,262	7,214
2033	10,522,269	6,000	10,528,269	4,728,759	1.56	16,424	7,377
2034	10,627,492	6,000	10,633,492	4,833,982	1.56	16,588	7,541
2035	10,733,766	6,000	10,739,766	4,940,256	1.56	16,754	7,707
2036	10,841,104	6,000	10,847,104	5,047,594	1.56	16,921	7,874
2037	10,949,515	6,000	10,955,515	5,156,005	1.56	17,091	8,043
2038	11,059,010	6,000	11,065,010	5,265,500	1.56	17,261	8,214
2039	11,169,600	6,000	11,175,600	5,376,090	1.56	17,434	8,387
2040	11,281,296	6,000	11,287,296	5,487,786	1.56	17,608	8,561